Alto Lakes Water & Sanitation District
Final Minutes Regular Board Meeting March, 2020

Alto Lakes Water & Sanitation District held a Regular Board Meeting on Thursday March 26, 2020 in the Conference Room of the ALW&SD Office Located at 214 Lake Shore Drive, Alto, NM 88312

Call to Order

Chairman Knorr called the meeting to order at 9:00 AM and Office Manager Rachel Muldowney conducted roll call: Chairman Knorr was present, Treasurer Webb attended the meeting, however he showed up late, Vice Chairman Holmes and Secretary Parker attended telephonically. and Director Foreman joined the meeting later telephonically

Pledge of Allegiance

Due to the covid19 pandemic this board meeting was held partially telephonically to keep the number of persons in the office to 5 or less in compliance with the state mandate.

Discussion of Minutes for February 2020 Regular Board Meeting

Discussion of Agenda

Discussion of Consent Agenda

1. **Expenditures**: Purchases/Payroll/Accounts Payable
2. **Leak Approve Credits**-There were none.

Districts Managers Report

District Manager Edington reported that the system is currently operating well with all production goals being met for Domestic and Irrigation. For February, The District produced 3,650,100 gallons and we sold 2,329,920 gallons. For February 2020 Production vs Sold difference was 36.2%.

The number of active customers was up by 12 and consumption per active customer was down by 38 gallons per active account from same time period last year.

Wastewater System Update

Manager Edington reported that the system is meeting required treatment goals at this time.

Solid Waste Update

Manager Edington presented solid waste pull statistics by Sierra Contracting for February 2020 to include 6 pulls with 180 yards of Green Waste of which 82.59% was Yard Waste and 17.41% was Forest Waste with the collection of $0 in additional fees, 4 pulls with 29.84 tons of trash, 1 pull with 25 yards cardboard, 0 pulls with 0 yards paper, 1 pull with 30 yards of miscellaneous with the collection in additional $408.45 in fees, 0 pull with 0 yards metals, and 0 pulls 0 yards aluminum cans, 0 pull with 0 yards plastic.

Customer Issues:

Personnel Update: Alto Lakes Water has a new hire as of March-26-2020 for the operator position that was open.

Regulatory Update:

Project Reports:

Office Manager's Report

Administrative Update

Financial Reports

Office Manager Muldowney presented the Alto Lakes Water & Sanitation Districts Financial reports to the board for review.

Regular Business Agenda.

Board Member Reports

At 9:58 am Treasurer Webb attended the meeting in the conference room.

At 10:00 am Director Foreman joined the meeting telephonically

Approval of Minutes for February 2020 Regular Board Meeting

Director Webb made a motion to accept the minutes of the February 2020 Board Meeting, the motion was seconded by Director Holmes and carried unanimously.

Consent Agenda

3. **Expenditures**: Purchases/Payroll/Accounts Payable
4. **Leak Approve Credits**-There were none.

Director Holmes made a motion to approve the Consent agenda, the motion was seconded by Director Webb and carried unanimously.

Discussion and Possible Action on Three Capital Improvement Projects: Residing of Booster Building at tank site: Residing of old water department storage building: Hard surfacing (concrete) green waste area solid waste.

Director Holmes made a motion to approve the Three Capital Improvement Projects and cost to come from the Water Structure Reserve Account the motion was seconded by Director Parker and carried unanimously.

Discussion and Possible action on Starting Personnel Salary guidelines, Annual guideline review

Director Parker made a motion to accept the Annual Personnel Salary adjustment of 1% increase per CPI guidelines, the motion was seconded by Director Holmes and carried unanimously.

Discussion and Possible Action on preliminary budget assumptions for FY2021: factors to be considered.

Discussion was held regarding FY2021 preliminary budget assumptions no action was taken at this time.

Discussion and Possible Action on Audit RFP Committee

Office Manager Muldowney requested volunteers for a committee to review RFP submissions for new Auditors, Director Holmes and Director Webb volunteered to be on the committee, Director Parker made a motion to accept Holmes and Webb for the committee the motion was seconded by Director Holmes and carried unanimously.

Closed Session for Discussion: Pursuant to the Open Meeting Act Sub-Sections 10-15-1(H)(8) Real Property and Water Rights

No closed session needed at this time.

Board Member Reports

Announcement of next meeting

The next scheduled ALWSD Board Meeting will be conducted on Thursday, April 23, 2020, to be held at the District Office located at 214 Lake Shore Drive, Alto, NM. The meeting will begin at 9:00 a.m. in the District Office conference room.

Adjournment

Director Webb made a motion to adjourn the meeting. Director Holmes seconded the motion which carried unanimously. Meeting adjourned at 10:32 a.m.

Submitted by:
Rachel Muldowney
District Board Assistant Secretary