

**MAYER DOMESTIC WATER IMPROVEMENT DISTRICT  
13193 CENTRAL AVENUE  
P.O. BOX 416  
MAYER, ARIZONA 86333**

**Board Meeting Minutes  
Regular Session  
January 8, 2009**

**CALL TO ORDER:**

Mike King, acting Chairman, called the meeting to order at 6:00 P.M.

**ROLL CALL OF BOARD MEMBERS:**

Mike King, Rick Ziegler, Joe Mish, Kevin Jones and Patricia Champion were present.

**APPROVAL OF MINUTES:**

Mike made a motion to approve the minutes of December 4, 2008, Kevin seconded, the Board voted, all in favor.

**CALL TO THE PUBLIC:**

None.

**BOARD REPORTS:**

None.

**REPORTS AND CORRESPONDENCE:**

Managers' report:

Casey stated that they had installed a 3" valve in Poland Jct. They repaired a major leak in Poland Jct. While repairing the leak they discovered another 6" line running parallel to the other line. Once the ground dries they will go back in and correct it. They repaired a broken meter valve in Poland Jct. They did 1 meter reset. The nitrates at Chimney Ranch are at 4.2. Casey told the board that he heard the well the elementary school drilled only came in at 2gpm. Casey said that right now he has been running Chimney #2, which is producing 37gpm. and has only needed to run 1 of the wells on the Grapevine. The daily usage is averaging about 78,000 gpd for Poland Junction and Mayer. Casey explained that on Monday, December 22<sup>nd</sup> he had a visit from Randy Skinner with ADOT. They discussed the water on Hwy 69 at the Catholic Church. This particular stretch of highway stays wet a number of days after precipitation.

Casey said they installed an 8" isolation valve that very day and shut off the section of pipe that crosses the highway. After the holidays he performed a hydrostatic test on that section of pipe. The test involved bringing the pressure to 150 psi for a 2 hour period. Randy Skinner was present and witnessed that indeed it was not Mayer DWIDs' water pipe that was leaking. After some discussion, Rick made a motion to accept the managers' report, Joe seconded, the Board voted, all in favor.

Financial report:

There was no discussion on the financial report. Mike made a motion to accept the financials, Patricia seconded, the Bored voted, all in favor.

OLD BUSINESS:

Updating the personnel manual:

The discussion began with the section on Employment of relatives. Joe made a motion that the whole paragraph be removed, Rick seconded the motion. Mike expressed his concern with issues involving relatives in the past. There was some discussion on whether Patricia should vote on this issue. Mike, as acting Chairman, was asked if he thought Patricia should vote on this issue and he said no, he felt it would be conflict of interest. Rick and Joe voted to eliminate the section dealing with employment of relatives, Kevin voted no and Patricia abstained. The motion to eliminate the section on employment of relatives passed. Patricia addressed the section on Random Testing. She felt that just the first sentence was needed. Rick made a motion to keep "All District employees are subject to random testing." and eliminate the rest of the paragraph, Joe seconded the motion, the Board voted, all in favor to keep the first sentence and remove the rest of the paragraph. Patricia addressed the new plan of Paid Time Off. She felt that the new plan would be taking away some days that the employees were currently getting. Joe made a motion to incorporate the old system of vacation days, sick days and holidays into the employee manual. Patricia seconded the motion. There was further discussion after which Joe and Patricia voted yes and Rick, Kevin and Mike voted no. The current plan stays. Patricia made a new motion to alter the Paid time off hours to read 1<sup>st</sup> year-17 days, 2<sup>nd</sup> year-22 days and after 5<sup>th</sup> year-27 days. Kevin seconded the motion. Patricia, Kevin, Joe and Rick voted in favor of the new plan. Rick asked that all wording regarding vacation and sick time be changed to paid time off or p.t.o. Mike asked that the last paragraph under the Holiday section read "An employee will not be charged a personal day if a holiday occurs during their paid time off." Patricia made a motion to approve the paragraph as now written, Rick seconded the motion, the Board voted, all in favor. There was further discussion on some line items and Rick made a motion to have the items rewritten as discussed, Patricia seconded the motion, Mike said the Board would be able to approve the items at the next meeting, the Board voted, all in favor.

Mike suggested having Darlene Wood give her presentation of the audit next. Rick made a motion to take New Business, item c. out of order, Patricia seconded, the Board voted, all in favor.

NEW BUSINESS:

Presentation of the 2007-2008 audit:

Darlene explained that there are a lot of new regulations in the way auditing is done. She said more time is spent looking at process and procedures. She stated there has been much improvement on how the District is run. She said the favorable inspection this past year from ADEQ was very commendable. She said the total assets for the District had increased by \$154,000 and that total liabilities had decreased by \$37,000. This was a positive picture. Total expenses dropped by 10% which she said was an indication of good management. She stated that for the 1<sup>st</sup> time in 3 years the Districts' operating income was \$13,000 in the positive, not including the income from the tower. She stated that overall the District is in good shape. The Board thanked Darlene for her presentation.

The Board returned to Old Business, item b.

Changing the meeting date to the 2<sup>nd</sup> Thursday of each month:

Rick made a motion to change the regular meeting from the 1<sup>st</sup> Thursday to the 2<sup>nd</sup> Thursday of each month, Joe seconded the motion, the Board voted, all in favor.

NEW BUSINESS:

Election of new officers:

Mike asked the Board to entertain any nominations. Patricia nominated Joe Mish for Board Chairman. Rick seconded the nomination and Kevin, Patricia and Rick voted in favor.

Kevin nominated Patricia Champion for Clerk of the Board. Joe seconded the nomination and Joe Rick and Kevin voted in favor.

Vote to put new Board members on the county warrant account and the Bank of the West checking account:

Rick made a motion to add Patricia Champion and Joe Mish to the county warrant account and to put Patricia Champion, Joe Mish and Casey Boone on the Bank of the West checking account. Joe seconded the motion, the Board voted, all in favor.

ADJOURNMENT:

Rick made a motion to adjourn, Patricia seconded, the Board voted, all in favor. Meeting adjourned at 7:42 P.M.