

# Mayer Domestic Water Improvement District

## Minutes of Regular Meeting

### February 22, 2024

#### 1. MEETING OPENING

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1.1. CALL TO ORDER 6:01 p.m.

1.2. ROLL CALL OF MEMBERS

**Chairman Kathy King – Present via ZOOM, Clerk Shasta Guthrie – Present, Member Keith Francen – Present, Member Kevin Jones – Present entered at 6:15 p.m., Member Jacque Burruss – Present via ZOOM**

**Manager Mardi Befort was also present.**

1.3. DISCUSSION AND POSSIBLE ACTION ON THE ELECTION OF BOARD OFFICERS.

1.4. PLEDGE OF ALLEGIANCE

1.5. COMMENTS FROM THE PUBLIC – **One member of the public present No comment.**

#### 2. CONSENT AGENDA

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2.1. Approval of December 2023 financials

2.2. Approval of January 25, 2024 Regular Meeting Minutes

2.3. Approval of February 6, 2024 Working Session Meeting Minutes

**Chairman King moved to approve the consent agenda, Member Francen 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Burruss – Aye - MOTION PASSED**

#### 3. ADMINISTRATION/STAFF REPORTS

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3.1. Chairmans report By Chairman King

**Chairman King stated there was a lot of interest for the Business Administrator position and will update the Board as the applications come in.**

**She contacted Stephanie Irwin (District Accountant) we don't have a current contract with her, the one we have is from 2017. She is downsizing her practice and we will need to get a new accountant, her daughter may be an option she has been working with Stephenie for a while now.**

3.2. & 4.3 Manager's Report/Office Report – By Manager Mardi Befort

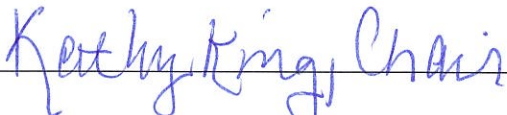
- **Blue stakes**

- We had 1 blue stake as of today.

- **Leaks/Field Work**

- **Leaks:** We had 2 leaks this month. I do not think either of them are “the” leak the guys said both leaks did not appear to have been leaking for very long.
- **Sink Hole:** Main Street and Miami – When I was out sick 2/14/2024 someone from the County Roads Division (Under the County Works Department) investigated the sink hole and determined

Approved 3/28/2024 Board Member Signature and Title

  
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it was a Water District issue because we had a sleeve installed at that intersection in mid-2022 and asked us to plate the intersection until we repaired it. I disagreed with their assessment. I contacted the boring company to find out the probability of that being the result of the bore and sleeve. He stated in his 20+ years of experience he has never seen that happen. Then I contacted the public works department to see who I needed to contact if we started the repair, and it turned out to not be the Water Districts sleeve. There is also a culvert. We were at least 6 feet deep and parallel with the culvert, the culvert is between the sink hole and our sleeve. I met with the County public works people yesterday and they agreed with me and feel this is not because of the sleeve. He stated there are several areas in Mayer where this is happening. I agreed to leave the plates in place until they are ready to do the repairs.

- **Meter readings:** We were able to read the meters in one day about 5 – hours. The readings were off with the new registers. Came in on Saturday and Chris and I reread a handful of meters and everything checked out.
- **Vehicle/Equipment Repair:**
  - **Backhoe:**
    - Attempted to replace one of the pins but the bushing was seized. We do not have the tool necessary and will have to order one. Someone Bobby knows is going to lend us his tool.
  - **VacTrailer:**
    - Welded a crack in tank, the pressure washer that was purchased does not have a pressure relieve valve need to solve the issue with buildup of too much pressure.
  - **Work Trucks:**
    - While the front tires were being replaced at Mayer Truck and Auto, I was informed the front end of the Chevy was shot and he recommended it be completely replaced. His estimate was \$4080. We did this in house for under \$1000.
    - Bobby also replaced the brakes on the Chevy.
    - Bobby said with the right tools he can do all of our tire replacements. I am looking into the cost of the tools he would need.
- **Projects**
  - **Meter replacement grant:**
    - All of the registers have been installed between the install and updating RVS. It took about 60 hours.
    - The end points arrived 2-14-2024 a full month I am working with Ferguson(supplier) and RVS (billing software) to get them set up in our system and installed at the meters.
    - The 5/8”x3/4” meters have still not arrived.
  - **Sandfilter water line erosion project** – Mobilization date is April 8<sup>th</sup>.
  - **ARPA Grant:** Still waiting on engineering. Linda Taunt from ADEQ stated the engineering firm is out of state and does not always understand the timelines in Arizona. She will reach out to them to see if she can get this moving along.
  - **Tank inspections:** Superior Tank Solutions will do the inspections I do not have a date scheduled yet.
  - **PFAS:** ADEQ retested for PFAS today, I was unable to attend ADEQ PFAS meeting on February 1<sup>st</sup>.
  - **Poland Junction** Received the final part today will hopefully be able to start working in the next few weeks still need to find an electrician.
  - **Chimney Wells** I received a call from Linda Taunt from ADEQ inquiring about the high nitrates at the Chimney Wells. She indicated that the trailer park is also having issues with high nitrates

and stated there might be a possibility for a combined grant for MDWID and trailer park. Adding these wells back into our system would be a blessing both do around 30GPM. However she called back and informed me they tested high in PFAS so we may not be able to do a joint grant with them.

- **Financial**

- **Increased the Direct deposit payroll transfer check for BMO to \$25,000 we are cutting it to close this month's deposit is: \$22,466.03.**
- After the conversation during our working session, I have also included in your packets the Fiscal YTD P&L and the P&L Comparison

- **Correspondence and additional information in board meeting packets.**

- Carla's resignation letter
- Hours worked by employee since the last meeting includes 2 pay periods (4 Weeks total) With total hours FY to date.
- Letter from ADEQ regarding Lead and Copper rule
- Job Description for the Business Administrator position provided to me by Kathy.
- QuickBooks pricing change. (Reminder our 50% off year promotion ends in March 2024)

- **In your packet is a list of some of the trainings, classes, and meetings I have attended this past year I try to attend 1 or 2 a month.**

#### **4. OLD BUSINESS ACTION AND DISCUSSION ITEMS**

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1.1. Discussion and possible action on amendments to Rules and Regulations. **Tabled**

4.1. Discussion and possible action on monthly water loss.

**Discussion only, no action was taken.**

**Ms. Befort explained the water loss was high again this month and because of the change out of the meter registers she suspected there were some errors in that process but not enough to cause such a high-water loss. She had several conversations with Ferguson and RVS regarding the readings and they both said if errors were made, they would even themselves out next month.**

**There was discussion about water theft as well as new construction below the tower tanks on Border Street. Ms. Befort stated that were the water lines run and where the homes are going in, we would see if someone tapped into our waterlines.**

#### **5. NEW BUSINESS ACTION AND DISCUSSION ITEMS**

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5.1. Discussion and possible action on scheduling working session for FY 24/25 budget

**Meeting scheduled for March 9 at 10:00 a.m. at the District Office.**

#### **6. ANNOUNCEMENTS**

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6.1. Next regular board meeting Thursday, March 28 at 6:00 p.m.

#### **7. ADJOURNMENT**

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**Chairman King moved to adjourn at 6:33 p.m., Member Burruss 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss – Aye, MOTION PASSED**