

Mayer Domestic Water Improvement District

Minutes of Regular Meeting

March 23, 2023

1. MEETING OPENING

1.1. CALL TO ORDER 6:00 p.m.

1.2. ROLL CALL OF MEMBERS

Chair Kathy King – Present, Clerk Keith Francen, Member Jacque Burruss – Present, Member Kevin Jones – Present, Member Shasta Guthrie – Present

1.3. PLEDGE OF ALLEGIANCE

1.4. COMMENTS FROM THE PUBLIC – **None**

2. CONSENT AGENDA

2.1. Approval of December 2022 financials

2.2. Approval of January 2023 Financials

2.3. Approval of January 26, 2023 Meeting Minutes

2.4. Approval of February 8, 2023 Working Session Meeting Minutes

2.5. Approval of February 17, 2023 Special Session Meeting Minutes

2.6. Approval of March 9, 2023 Special Session Meeting Minutes

Chair King motioned to approve the consent agenda, Clerk Francen 2nds, Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

3. PRESENTATION

3.1. Solar Power Presentation – Presentation by, Mike Siavelis

Mr. Siavelis gave a presentation on solar energy, and cost and benefits of putting solar panels as 7 or the Districts sites.

4. ADMINISTRATION/STAFF REPORTS

4.1. & 4.2 Manager's Report/Office Report – By **Manager Mardi Befort**

- We had 2 blue stakes as of today.
- We had 1 water leak in February we marked the water line in the wrong spot and the contractor hit the water line.
- We have had 2 water leaks this month. One was caused by a contractor who did not blue stake. I sent him a bill for labor and materials. The other leak was at the customers meter.
- ARPA Grant update: (Replacement of 9000' of undersized and aging waterlines)
 - I met with the engineer (Jerry Postama) from ADEQ February 14 to go over the waterline replacement. The project is broken up into 3 sections all averaging about 3000'. Because we are required to use a contractor and can not do the project ourselves, there is a good chance the \$1 mil grant will not be enough for the entire 9000'. During my discussion with Jerry, I noted the priorities of the 3 areas. With the new lead and copper rule from the EPA (Environment Protection Agency)

Approved 4/27/2023 Board Member Signature and Title

Kathy King, Chair

the 2' galvanized waterlines area a higher priority. The other 2 areas will be set up as alternatives and included in the IFB (invitation for bid).

- Oakhills update:
 - We received the AOC (Approval of Construction) from ADEQ for the well. At the beginning of the process the well was pumping 26 gpm. It is now doing 3 gpm. We are doing well for water right now and are not in urgent need of this well. But I don't want to wait until we are desperate for water to find out why it is not producing as well. I want to send a camera down the well. I suspect because the well has not been used consistently, the iron bacteria has clogged the perforations again. Even if we don't use the well right now I would at least have an idea of where to begin when the time comes that we need the well.
- Racetrack well:
 - No Update
- Sandfilter update:
 - Update in agenda item 7.2
- Meter Replacement Grant:
 - I have started the administrative part of the process.
- Lower Goodwin: Solenoid valve issue. Ed Popplewell suggested that we start by replacing the breaker to see if that is why we are having this issue.
- We are having breaker issues at the office as well. The breaker in the front office keeps popping. Tom will replace the breaker to see if that solves the problem.
- Arizona State Land Department(ASLD) ROW (Right of Way) permittee for our waterlines coming from the Grapevine. The rental payment fee was paid by EFT out of our BOTW (Bank of the West) account. This was the only way to make the payment by the due date after they(ASLD) received the signed application from me. We are good until 2032 for rental fees. I still need to provide a legal description by June 30, 2023. A copy of the requirement is in your packet. Mike Rice(Our consultant for government agencies) thinks the example provided by State Land is too general and the legal description will be unacceptable to the County Recorder. He also noted the fact that State Land can sell the land at any time. He suggests I have a full survey done of the ROW. I agree with him and I will reach out for bids for the survey.
- We had to have the brakes, rotors, CV joint replaced on the 2006 Chevy.
- It is official as of February 1, 2023 Bank of the West joined BMO. The letter and brochure are in your packet.
- Archie is able to work again he brought me a doctors note releasing him with lifting restrictions/limitations. He is able to operate the Backhoe.
- Water Turn Off's/Past Due Account
 - This month we sent out 66 past due bills
 - There were 11 people on the shut off list 2 are still off.
- Water usage this month and last month
 - It took 3 days to read meters this month.
 - February
 - Pumped 1.91 million gallons of water, 490,000 less than January
 - Sold 1.54 million gallons, 420,000 less than January
 - Water loss 19.28% compared to 18.44% in January
 - 10 customers used 10,000 or more gallons of water totaling 204,700 gallons which is 13% of the water sold

- March
 - Pumped 1.91 million gallons, 3,600 more than February
 - Sold 1.58 million gallons, 40,000 more than February
 - Water loss 17.37% compared to 19.28% in February
 - 11 customers used 10,000 or more gallons of water totaling 277,300 gallons which is 18% of the water sold
- Website usage
 - In the past 30 days our website has had 440 views (refers to the number of times the website has been visited) and 226 unique visits (Actual number of people who have visited the website). Example: if a customer goes onto our website 10 times in 1 day it will show there are 10 views and 1 unique view.
- Direct deposit payroll transfer check for the Bank of the West:
 - January 9,366.68 3 pay periods and overtime because of leaks
 - February \$6,155.91 2 pay periods
 - March \$5,335.07 2 pay periods
- Correspondence in your packets.
 - The only correspondence in your packet is regarding the BMO purchase of BOTW.

Chair King motioned to accept the Managers report, Member Burruss 2nds, Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

5. OLD BUSINESS ACTION AND DISCUSSION ITEMS

- 5.1. Discussion and possible action on renewal of the cell tower lease (Tosca/Mardi)**
District General Counsel Tosca Henry advised the Board she did not have the clean contract back from American Tower to approve. Language was added to the contract that was not what the Board had agreed to. She has contacted American Tower several times and will continue to do so until the contract is corrected.
- 5.2. Discussion and possible action to approve installation of a VFD (Variable Frequency Drive) System in Poland Junction (Mardi)**
Member Jones motioned to install a VFD (Variable Frequency Drive) system in Poland Junction, Member Guthrie 2nds, Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

6. NEW BUSINESS ACTION AND DISCUSSION ITEMS

- 6.1. Discussion and possible action on purchasing a dump trailer (Mardi/Tom)**
Chair King motioned to approve the purchase of a dump trailer with staff discretion, Ms. Henry stated she would prefer a clear motion for the staff, Chair King amended her motion to approve the purchase of a dump trailer not to exceed \$15,000, Member Jones 2nds, Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

7. OLD BUSINESS POSSIBLE EXECUTIVE SESSION ITEMS

- 7.1. Discussion and possible action regarding the Lucas Well Litigation.**
Pursuant to Arizona Revised Statutes 38-431.03(A)(3) or (A)(4), the Board may vote to convene in executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body or for discussion or consultation with the attorneys of the public body in order to consider its position and instruct its attorneys regarding the public body's

position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation on the Lucas Well Litigation. No action will be taken in executive session.

Member Burruss motioned to enter executive session at 7:27p.m., Chair King 2nds Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED.

- 7.2.** Discussion and possible action on regarding District Assets and Legal Ownership/Rights Analysis.
Pursuant to Arizona Revised Statutes 38-431.03(A)(3), the Board may vote to convene in executive session for discussion or consultation for legal advice with the attorney or attorneys of the public body regarding analysis of legal ownership or rights to District Assets.

Chair King adjourned executive session at 7:54 p.m.

Member Burruss motioned to enter back into regular session at 7:54 p.m., Member Jones 2nds Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

8. ADJOURNMENT

Member Burruss motioned to adjourn at 7:55 p. m., Member Francen 2nds, Vote – Chair King – Aye, Clerk Francen – Aye, Member Guthrie – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED