

Mayer Domestic Water Improvement District

Minutes of Regular Meeting

June 22, 2023

1. MEETING OPENING

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

1.2. ROLL CALL OF MEMBERS

Chairman Kathy King – Present via phone, Clerk Shasta Guthrie – Present, Member Keith Francen – Present via ZOOM, Kevin Jones – Present, Member Jacque Burruss – Present via ZOOM

Manager Mardi Befort and Project Manager Tom Thurman were also present at the meeting.

1.3. PLEDGE OF ALLEGIANCE

1.4. COMMENTS FROM THE PUBLIC – 2 members of the public were present – Pam Francen said she is a teacher at the Mayer Elementary school and see's kids wasting water all the time in the bathrooms and was wondering about a water conservation education for the students.

2. CONSENT AGENDA

2.1. Approval of April 2023 Financials

2.2. Approval of May 31, 2023 Meeting Minutes

2.3. Approval of June 16, 2023 Special Meeting Minutes

Chairman King moved to approve the consent agenda, Member Jones 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss did not vote. PASSED

3. ADMINISTRATION/STAFF REPORTS

3.1. & 3.2 Manager's Report/Office Report – By **Manager Mardi Befort**

- We had 5 blue stakes as of today.
- We had 2 leaks this month.
- We moved the meters for the County roads department so they can repave 3rd Street. They ended up hitting the service line to one of those meters. They also uncovered some of our meter boxes. Tom and Chris raised them so they will be at level with the new grade to the road.
- The County brought their excavated dirt from 3rd street to the yard. Matt has processed the dirt so we can reuse it.
- In your packet is a copy of the CCR (Consumer Confidence Report) and newsletter being sent out to customers. Please review your bio's on the back of the newsletter tonight before you leave to make sure you are happy with them. If anyone wants a picture with their Bio on the Website please email it or text it to me This year with all of our projects I would like to focus on water conservation education.
- Shasta brought in a new(used) laptop for the District to use. I was able to set it up today for tonight's meeting.
- ARPA Grant update: (Replacement of 9000' of undersized and aging waterlines)
 - No Update still waiting on engineering to be completed.

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- Oakhills:
 - No Update
- Racetrack well:
 - We are still waiting for the Free Use Permit (FUP) from BLM. The copy of the letter I sent to BLM is in your packet.
- Sandfilter update:
 - No Update
- Meter Replacement Grant:
 - This is on the agenda for discussion and possible action.
- Poland Junction Project.
 - I have started working with APS to get the electric upgraded, Tom and Ed are working to get the electrical panel installed.
- Water Turn Off's/Past Due Account
 - This month we sent out 66 past due bills.
 - There were 6 people on the shut off list this month, 1 is still off.
- Water usage this month and last month
 - It took 3 days to read meters this month.
 - We had 2 meters boxes with bees in them both hives evacuated themselves.
 - 2 meter boxes needed to be replaced because they were damaged.
 - 4 customers had high water bills due to water leaks. 1 customer said a hose was left on for possibly 3 weeks.
 - May
 - Pumped 2.4 million gallons, 290,000 less than April
 - Sold 2.16 million gallons, 220,000 more than April
 - Water loss 10.02% (240,000 gallons) compared to 27.62% in April
 - 33 (5%) customers used 10,000 or more gallons of water totaling 546,200 gallons which is 25% of the water sold
 - 406 (65%) of our customers used between 1-5000 gallons of water totaling 915,300 gallons of water and 42% of the water sold
 - June
 - Pumped 2.79 million gallons, 396,000 gallons less than May
 - Sold 2.35 million gallons, 190,000 gallons more than May
 - Water loss 15.76% (440,800 gallons) compared to 10.02% in May
 - 43 (7%) of our customers used 10,000 or more gallons of water totaling 732,300 gallons which is 31% of the water sold.
 - 399 (63%) of our customers used between 1-5000 gallons of water totaling 927,900 gallons of water and 39% of the water sold
 - 100 (16%) customers used between 5000-10,000 gallons of water
 - 88 (14%) customer use zero gallons of water
- Website usage
 - In the past 30 days our website has had 364 views and 186 unique visits
- Direct deposit payroll transfer check for the Bank of the West:
 - April \$5,921.24 - 2 pay periods.
 - May \$10,646.63 - 3 pay periods.
 - June \$3,952.58 – 1 pay period since last board meeting.
- Correspondence in your packets.

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- Customer feedback through square
- Letter to BLM.
- Our waterline is exposed over by Jacob's Road. We will be working to get this projected with as little impact on the easement as possible. We will be using the quad to bring back materials.

4. OLD BUSINESS ACTION AND DISCUSSION ITEMS

4.1. Discussion and possible action on FY 2022-2023 Budget (Mardi)

Chairman King moved approve the 2023-2024 budget and to amend the agenda stating the budget is 2022-2023 to the correct fiscal year 2023-2024, Clerk Guthrie 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

4.2. Discussion and possible action on approval of Resolution No. 2023-6-22

Clerk Guthrie moved to approve the following resolution which reads:

**MAYER DOMESTIC WATER IMPROVEMENT DISTRICT
RESOLUTION NO.: 2023-6-22**

A RESOLUTION OF THE GOVERNING BOARD OF THE MAYER DOMESTIC WATER IMPROVEMENT DISTRICT AGREES TO ENTER INTO A CONTRACT WITH THE US BUREAU OF RECLAMATION IN RESPONSE TO FY 2022 WaterSMART SMALL-SCALE WATER EFFICIENCY PROJECTS GRANT AND THE AUTHORIZED DISTRICT DESIGNEE TO ENTER IN TO THE AGREEMENT.

WHEREAS, the Mayer Domestic Water Improvement District (“District”) intends to use the WaterSMART Small-Scale Water Efficiency Project Grant funds to install new cellular technology within the distribution system to reduce water loss and help manage water demand more efficiently in the Districts water conservation efforts.

WHEREAS, the District Manager Mardi Befort has the authority to perform any and all acts, including execution of any and all contracts and/or documents necessary to enter into an agreement with the US Bureau of Reclamation and complete the project;

WHEREAS, the District can provide the amount of funding specified in the funding plan; and

WHEREAS, the District will work with the US Bureau of Reclamation to meet the established deadlines for entering into a grant or cooperative agreement.

NOW, THEREFORE, BE IT RESOLVED that the District Governing Board has reviewed and supports the application submitted.

Chairman King 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED

5. ADJOURNMENT

Member Jones moved to adjourn at 6:22pm, Clerk Guthrie 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss – Aye. PASSED