

Mayer Domestic Water Improvement District

Minutes of Regular Meeting

January 28, 2021

1. CALL TO ORDER 6:06PM

2. ROLL CALL OF MEMBERS Clerk Kathy King – Present, Member Dennis Chambers – Present, Member Jacque Burruss – Present, Chair Joe Mish – Not Present,

3. PLEDGE OF ALLEGIANCE

4. ELECTION OF BOARD OFFICERS TABLED

5. COMMENTS FROM THE PUBLIC Kevin Jones got up and stated that the public is thankful for our help

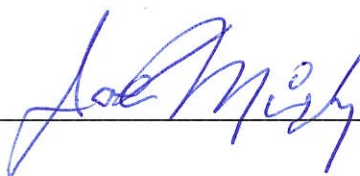
6. ADMINISTRATION/STAFF REPORTS

6.1. Manager's Report by Frank Soto

- 11 blue stakes as of January 27, 2021.
- 2 main line water leaks this month. One on Mike Johnson property across from Mayer Truck and Auto and one at Poland Jct yard property.
- Roberts Well has been approved to use and has been used.
- Oak Hills well needs approval from ADEQ. Needs ATC and AOC engineering. ADEQ is paying Greg Carlson Engineering from Tucson to do what is needed for Oak Hills well and also the Race Track Well, pipeline and blending plan through a grant from ADEQ.
- BLM permit for Racetrack well and pipeline has been submitted by Mike Rice. We are being told that it will probably be July 1st before BLM gets to the application.
- We are still in negotiations with the tower lease. Ms. Henry will give an update tonight.
- Moving forward with C.A.P. monies to pay for Race Track Well project and or pay for drilling new wells. Received a phone call from ADWR Amy Levy that our plan has met approval from legal and hydrology and will need final approval from ADWR Director. Hopefully in 2 weeks.
- There has been some back and forth on the Lucas Well issue. When we have a serious offer, we will have an executive session with Mr. O'Leary to discuss it.
- Received notice from our ADEQ compliance officer Arron Hieatt that our nitrate levels at the Chimney Ranch wells are getting near the MCL. We may have to quit using them. 9.6 ppb.
- Flood Control is waiting for the engineering on the Big Bug waterline crossings. County will look for money to install the crossings on Grapevine RD.
- We are being told that the Ford diesel needs a new engine and other work. Estimate of \$25,000.00 plus. The other two trucks are having issues and need to be looked at.
- Need to have a booster motor replaced from Poland Jct.
- We found a lost meter when we were fixing a main leak on Main St. It has been activated.

6.2. Office Report by Mardi Befort

- 1. 4 past due accounts were paid off in full between December & January totaling \$1,147.08. 1 account made a \$600.00 payment towards the 719.83 balance.**
- 2. Past Due accounts**
 - a. In November there are 42 past due accounts as of today totaling \$12,146.50**



- b. As of Today, January 28, 2021, there is a total of 28 past due accounts totaling \$7,700.12
- c. 19 are more than 3 months past due totaling \$6,790.47
 - i. 4 are off with no resident (One of those made a \$600 payment today now their balance is \$119.83)
 - ii. 10 are making payments (4 of those are for high water bills)
 - iii. 2 have not contacted the office and their most recent payment was in June and May
 - iv. 3 have made some payments as between August and November
- d. 9 remaining past due, totaling \$909.65 have been making payments just not consistently.

I would like to put this in perspective.

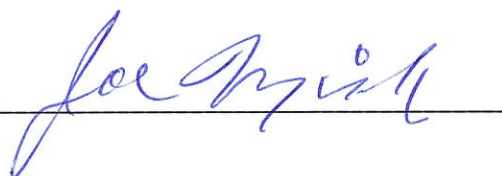
- In January 2017 we had 92 past due accounts, 65 that were over 3 months past due totaling \$24,217.40
 - In January 2020 we had 15 past due accounts, 8 that were over 3 months past due and 6 of those were off and locked. Totaling \$5,895.57
 - Today we have 28 past due account , 19 that are over 3 months past due totaling \$7,700.12,
 - Considering the pandemic and not doing shut off's we are doing pretty good. Most of our customer are making some type of payment. We currently have 2 who are not making any type of payment.
- 3. 3 disenfranchised accounts were paid this month. 1 of those will be inactive for now but we will collect the minimum monthly payment on it.
 - 4. Between May-December (8 months) the District has paid \$2,884.46 in credit card transaction fees, since waiving them for customers. Averaging \$360.56 a month and 3.5% of the payments we have collected (\$80,489.72)
 - 5. Last year from May 2019-April 2020 (12 months) we had a total of \$4,729.87 in late fees, a monthly average of \$394.16. (Highest month was October 2019 \$547.57. Lowest month was \$263.41.)
 - 6. Maria is catching on, if she doesn't know something she doesn't guess and give out wrong information, she asks or refers the call to me or Frank.
 - 7. We received a check in the mail today from US Bank for \$900.51. There was an internal audit done at US Bank and they found that we overpaid on our previous copier lease and sent us a refund.
 - 8. I am still waiting for BOTW to send me a credit card. Had to pay off Lana's card in full before we could apply for a new one. The application had to be resubmitted. I was told a rush was put on it.
 - 9. If you like the way I have put together your Board packets I will continue to do it this way. Also, if you don't want to keep your packet, there will be a hard copy here at the office and I can reuse the binder.
 - 10. This month's direct deposit check for the Bank of the West account was \$11,183.00.

Member Chambers motions to accept the manager's and office report as stated, Clerk King 2nds, Vote - Clerk King, Aye, Member Burruss - Aye, Member Chambers - Aye - PASSED

7. APPROVAL OF MEETING MINUTES

- 7.1.** Approval of November 19, 2020 Working Session Minutes
- 7.2.** Approval of November 19, 2020 Regular Meeting Minutes
- 7.3.** Approval of December 21, 2020 Special Meeting Minutes

Clerk King motions to approve all meeting minutes, Member Chambers 2nds, Vote - Clerk King, Aye, Member Burruss - Aye, Member Chambers - Aye - PASSED



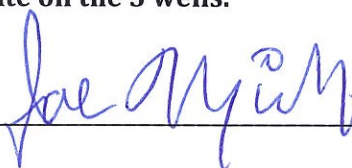
8. CONSENT AGENDA

- 8.1. Approval of October 2020 financials
- 8.2. Approval of November 2020 financials

Member Chambers motions to approve October 2020 and November 2020 financials Clerk King 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED

9. OLD BUSINESS

- 9.1. Discussion/possible action on legal posting sites to be registered with Yavapai County.
TABLED
- 9.2. Discussion/possible action on posting of the open water board position. **Member Chamber motions to post the open board position for 10 working days, Clerk King 2nds Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.3. Discussion/possible action on adding Arizona Broad Band company to the tower (Frank) **Clerk King motions to approve adding Arizona Broad Band company to the tower, dies for lack of a 2nd. - FAILED**
- 9.4. Discussion/possible action on setting a date and time for a working session on adjusting the District's Rates and Fees. (Frank/Mardi) **Clerk King motions to set time and date for working session to discuss adjusting the District's Rates and Fees for Thursday, March 4 @ 6pm., Member Chambers 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.5. Discussion/possible action on opening the office to the public (Mardi) **Clerk King motions to keep the office closed for 1 month, Member Chambers 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.6. Discussion/possible action on continuing or discontinuing to waive late fees (Mardi) **Clerk King motions to continue to waive late fees for 1 month, Member Chambers 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.7. Discussion/possible action on continuing or discontinuing to waive credit card fees (Mardi) **Clerk King motions to continue to waive credit card fees for 1 month, Member Chambers 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.8. Discussion/possible action on meter turn offs for nonpayment (Mardi) **Member Chambers motioned to put door hangers on doors for customers who have not contacted the office regarding payments and if they do not make contact by February 11, 2021 their water is to be turned off, Clerk King 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.9. Discussion/possible action regarding the renewal of the cell tower lease. (Frank/Tosca) **Discussion no action, Tosca gave an update on the negotiations.**
- 9.10. Discussion/possible action on Mayer DWID property located at 13193 Central Ave. (Frank) **Discussion no action,**
- 9.11. Discussion/possible action on hiring IT (Information Technology) contractor to assess security of District computers (Mardi) **Member Chambers motioned to hire CADAN Tech to assess the districts computers and monitor and back up the computers, Clerk King 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.12. Discussion/possible action on windmill in Poland Junction yard. (Frank) **Clerk King motions to sell the windmill in Poland Junction by sealed bid process, Member Chambers 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 9.13. Discussion/possible action on Oak Hills well, Roberts Well and Racetrack Well. (Frank) **Discussion no action, Manager Soto gave an update on the 3 wells.**



- 9.14.** Discussion/possible action on USDA SEARCH Grant (Mardi) **Discussion no action. Ms. Befort gave and update on the USDA Search grant contract negotiations between MDWID, Granite Basin Engineering and USDA**

10. NEW BUSINESS

- 10.1.** Discussion/possible action on hiring a Grade 3 water distribution & Grade 1 water treatment operator (Frank) **Discussion no action, Mr. Soto discussed the need to hire a Grade 3 water distribution & Grade 1 water treatment operator in order to comply with ADEQ.**
- 10.2.** Discussion/possible action on declaring the 2011 Ford Diesel Pick-up surplus or excess (Frank) **Member Chambers motions to declare the 2011 Ford Diesel Pick-up as surplus, Clerk King 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 10.3.** Discussion/possible action on purchasing another work truck (Frank/Mardi) **Clerk King motions to allow Frank to start looking for a new work truck for the District. Clerk King amends her motion to allow Frank to start looking for a new work truck and can spend up to \$25,000.00 of he finds something, Member Chambers 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 10.4.** Discussion/possible action on fracking an unused District Well (Frank) **Member Chambers motions to allow Mr. Soto to move forward with the Poland well, Clerk King 2nds, Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED**
- 10.5.** Discussion/possible action on setting a date and time for the next working session meeting. **No action. The board voted on agenda item 9.4 to have the next working session for March 4, 2021 @ 6pm.**

- 11. ADJOURNMENT** Clerk King motions to adjourn at 8:01pm, Members Chambers 2nds. Vote – Clerk King, Aye, Member Burruss - Aye, Member Chambers – Aye – PASSED

