

# Mayer Domestic Water Improvement District

## Minutes of Regular Meeting

### October 22, 2020

**I. CALL TO ORDER 6:00 p.m.**

**II. ROLL CALL OF MEMBERS**

Chair Joe Mish – Present, Member Dennis Chambers – Present, Member Kevin Jones – Present, Member Jacque Burruss – Present, Clerk Kathy King – Not Present

**III. PLEDGE OF ALLEGIANCE**

**IV. COMMENTS FROM THE PUBLIC**

No public present

**V. ADMINISTRATION/STAFF REPORTS**

**a. Manager's report**

- Congratulations to Mardi for passing her grade 1 distribution test!
- Sad news in that Gary Sandy has passed. Gary was a charter Board Member of the District.
- 6 blue stakes as of October 22, 2020.
- 0 main line water leaks this month
- Roberts Well is still in review with ADEQ. We need to find a chlorine pump that is NSF 61 approved at 150 psi. May have one located?
- Oak Hills well is ready to go online. Needs final approval from ADEQ.
- BLM permit for Racetrack well is moving very slowly. ADEQ is paying for the engineering for the water lines, well design and blending plan.
- Having problems with the vacuum unit. Need to have it looked at.
- We are still in negotiations with the tower lease. Ms. Henry will give an update tonight. Received notice of check deposit \$95,518.90.
- Gary Yunkins is back to work for us on a part time basis and now has checked into a hospital for possible surgery.
- Had to relocate meter that serves Clyde McDonald due to leak under road to Meals on Wheels. Hired contractor to relocate meter.
- The District has been granted a temporary injunction to access the Lucas well site by giving a 24 notice to property owner.
- Waiting for notice of meeting with engineer and flood control people to look at the water line crossings in Big Bug Creek.
- We are winterizing the system.
- Having Lower Goodwin booster rebuilt. Approximate cost \$1150.00.
- I have been reminded that we can not discuss anything in this report at this time. You can ask me individually after the meeting or if such item is on the regular agenda or we can put it on next month's meeting.

**b. Office report**

- We have 36 past due accounts as of today totaling \$10,891.86
- 21 are more than 3 months past due totaling \$9,067.18

*Kathy King, Clerk*

- 6 are off with no resident
- 3 are still making payments for high water bills
- 3 have started to make some type of payment (2 signed agreements)
- 9 have not contacted the office.
- 15 remaining past due have been making payments. Totaling \$1,824.68
- The District has paid \$1,779.24 in transaction fees since waiving them for customers. May-Sept
- I have contacted all of the homeowners who have renters who that are past due
- I contact 3 different Cybersecurity companies this month and have not heard back from them.
- Frank and I had a telephone meeting with Mario Casillas on Monday, October 19 regarding the findings of the rate study. That is on the agenda for tonight.
- We have not gotten the signed contract back from Granite Basin yet. They had some issues with the standard contract USDA uses, they worked with USDA to get the documents needed. They contacted me back today and let me know we should have the contract back from them next week to sign and then we can move forward with the PER.
- This month's direct deposit check for the Bank of the West account was \$6,604.80 which brought the account balance up to 15,000.00.

**Member Jones motions to accept the managers and office reports, Member Burruss 2nds Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss – Aye, Member Jones – Aye – PASSED**

#### VI. CONSENT AGENDA

- Approval of Meeting Minutes and Financials
  - September 24, 2020 Working Session and Regular Meeting Minutes
  - August 2020 financials.

**Member Chambers motions to accept the Manager's report and the Office report, Member Burruss 2nds Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss – Aye, Member Jones – Aye – PASSED**

#### VII. OLD BUSINESS

- Discussion/possible action regarding the results of the Rate Study. (Mardi/Frank)  
**Mardi gave a report on the preliminary findings of the rate study no motion was made**

Frank and I had a conversation with Mario Casillas of RCAC on Monday. RCAC is in the final stage of our rate study. He gave us a preliminary overview of what they found based on the information we gave them.

The recommendation from RCAC was to raise the base rate to between \$31.50 - \$221.75. Depending on meter size. However, Frank came up with some rates based on meter size and water usage, Mario put them in the model today and it appears they will work to build our reserve and pay off a loan These rates will build the reserves at about 0.85% and not at the above 1%, that is recommended. But this lower base rate would benefit both the District and our customers.

*Kathryn King, Clerk*



One other major recommendation RCAC made was with regards to our reserve targets. Debt reserve (as per lending agreement), Operating reserve (1.5 times the expenses during a billing cycle), Emergency reserve (Critical equipment replacement cost), Available for Capital Reserve (This is the total amount currently available for CIP (Capital Improvement Projects). They suggest we keep these in separate accounts to keep better track of them.

- b. Discussion and possible action regarding the renewal of the cell tower lease. (Frank/Tosca)  
**Tabled**
- c. Discussion/possible action on Mayer DWID property located at 13193 Central Ave. (Frank)  
**Member Jones motions for fix up the property at 13193 Central Ave with a cap of \$5000 and then get an appraisal, Member Chambers 2nds, Chair Mish – Aye, Member Chambers – Aye, Member Burruss - Nay, Member Jones – Aye – PASSED**
- d. Discussion/possible action on hiring IT (Information Technology) contractor to assess security of District computers (Mardi)  
**Tabled**
- e. Discussion/possible action on Oak Hills well, Roberts Well and Racetrack Well. (Frank)  
**Tabled**
- f. Discussion/possible action on hiring outside operator/maintenance company. (Frank)  
**Tabled**
- g. Discussion/possible action on USDA SEARCH Grant (Mardi)  
**Tabled**
- h. Discussion/possible action on if the office should remain closed to the public (Mardi)  
**Member Jones motions to keep the office closed to the public for another month, Member Chambers 2nds, Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye – PASSED**
- i. Discussion/possible action on late fees and transaction fees (Mardi)  
**Member Chambers motions to continue to wave late fees and transaction fees for another month, Member Jones 2nds, Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye – PASSED**
- j. Discussion/possible action on water turn offs for non-payment (Mardi)  
**Member Jones motions to continue not doing water turn offs for non-payment until after the 1<sup>st</sup> of the year and vote again on it at the January 2021 meeting, Member Chambers 2nds, Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye – PASSED**

#### VIII. NEW BUSINESS

- a. Discussion/possible action on exploring new water sources in the Grapevine Area (Frank)  
**Member Chambers motions to allow Frank to explore the new water source in the Grapevine area, Member Jones 2nds, Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye – PASSED**
- b. Discussion/possible action on options for office well (Frank)  
**Frank discussed the issues with the well on the property being high in nitrates and not being able to be used for drinking, but could be used for construction and Frank brought up the idea having a community garden in the back grassy area behind the building or getting a storage tank and booster pump.**

**Chair Mish suggested to put a water tower out there and a meter and sell the water to people for their garden or cattle. But not drinking water it is not potable water. Died for a lack of motion, tabled until next month.**

- c. Discussion/possible action on setting a date and time for the next working session.

**Member Chambers motions to have the next working session meeting on Thursday, November 19 at 5:00 p.m. with the regular session meeting to follow at 6:00 p.m., Member Jones 2nds, Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss – Aye, Member Jones – Aye – PASSED**

**IX. ADJOURNMENT**

**Member Jones motions to adjourn at 6:52 p.m., Member Chambers 2nds, Vote – Chair Mish – Aye, Member Chambers – Aye, Member Burruss – Aye, Member Jones – Aye – PASSED**