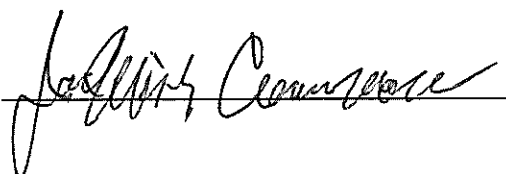


Mayer Domestic Water Improvement District

Minutes of Regular Meeting

September 24, 2020

- I. **CALL TO ORDER 6:02 pm**
- II. **ROLL CALL OF MEMBERS** Clerk Kathy King – present, Member Dennis Chambers - present, Member, Member Jacque Burruss – present, Chair Joe Mish – Not present
- III. **PLEDGE OF ALLEGIANCE**
- IV. **PUBLIC HEARING ON APPLICATION FOR SEARCH GRANT - TABLED**
- V. **COMMENTS FROM THE PUBLIC** – Bert Teskey stood and addressed the Board regarding Item G Hiring outside operator/maintenance company. Seems to him the District has tried it in the past and it was not successful. But he will stay and hear what it is all about.
- VI. **ADMINISTRATION/STAFF REPORTS**
 - a. **Manager's report – By Frank Soto**
 1. I first want to thank the Board for the support you have given me and staff over the last 3 plus years. We could not have accomplished what I'm going to share with you tonight if we didn't have your support behind us.
 2. 6 blue stakes as of September 24, 2020.
 3. 0 main line water leaks this month
 4. Roberts Well is ready for final inspection and approval from ADEQ. 40 gpm.
 5. Oak Hills well is almost ready to go online. Needs meter installed. Minimum 20 gpm.
 6. Update on agreement with Tom Lowe. Waiting for signatures.
 7. We are still in negotiations with the tower lease. Ms. Henry will give an update tonight.
 8. The system was recently inspected by ADEQ and it is now official we have been upgraded by ADEQ to a grade 3 distribution and grade 1 treatment system. Our current operator is only a grade 2. Currently no one on staff is certified for anything.
 9. We had a low water pressure complaint filed with ADEQ against us some months ago. ADEQ came out and installed a pressure data logger at the residence and monitored the pressure for one week. We have received word from ADEQ that everything was ok except that there were a few times when there was negative pressure. Home owner admitted to ADEQ that he had a storage tank and booster connected to his home. ADEQ is telling the District that we are required to have the home owner install a backflow device to protect the water system from contamination. ADEQ contacted manager on 9-22-2020 about a second complaint from the same person about the same thing, and now we have to make arrangements for ADEQ to install a pressure data logger at the meter. Home owner (Joe Ficara) has hired an attorney to act on his behalf. Lots of emails going back and forth. As of today, we had to turn off and lock the meter due to a leak in the owner's driveway. According to the pressure test there was times when there was a negative pressure issue therefore it could cause a backflow issue with the dirty water going into the system.
 10. Everyone on the Board should be aware of the issue with Ethel (Gina) Barnum by now. Property owner requested the meter be turned off. So it is off.



11. Its official, Mayer DWID has been awarded the grant to protect its waterlines in Big Bug Creek. It is still some time yet before construction can start. Maybe next spring. May be as much as \$300,000.00?
12. ADEQ has paid for the engineering for the blending plan approximately \$9,000.00, and they are paying for the Roberts well engineering approximately \$24,000.00. Yavapai County paid for engineering and construction for work in creek at Sand Filter approximately \$16,000. Thanks to Mardi Befort, USDA has granted Mayer DWID \$30,000.00 for a Search grant to do a PER on the system. Total grant dollars \$79,000.00. Thanks to Lana Coder's hard work, we were given back approximately \$34,000.00 from ADWR CAP fund in fees. I have a commitment from ADEQ to pay for the engineering for the Racetrack well waterline project. It has been a struggle but worth every dollar.
13. We have been able to catch up some neglected maintenance issues and have done several improvements. Installing the remote tank level indicators and remote on/off controls at some of the wells has cut down on wasted water loss and also labor cost.
14. Having the main water storage tanks inspected was a big item. We now know what to plan for in the near future. The VFD booster at the G and S Booster and re-piping was a tremendous improvement. Having the Poland Well come on by itself when it reaches a pre-determined level has kept up with demand and saved thousands of gallons of over flow wasted water. Being able to control wells 24/7 from anywhere we have a cell signal is just amazing.
15. Current legal counsel has been a god-send. A special thank-you for bringing Ms. Henry on.
16. Our current vehicles are getting tired. The three of them all have over 150K miles.
17. Employees have worked their hearts out for this District and yet we have to put up with the negative customers. If the people only knew what has happened over the last 3 + years.
18. We have been through the Fire, the Flood and now the Pandemic. I'm afraid to ask "what's next".
19. Thanks again for your support!

Member Jones motions to approve the Managers report as stated, Clerk Burruss 2nds, Vote - Clerk King - Aye, Member Chambers - Aye, Member Burruss - Aye, Member Jones - Aye - PASSED

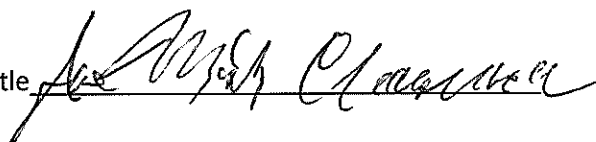
b. Office report - By Mardi Befort

1. We have 31 past due accounts as of today totaling \$10,979.14
 - a. 19 are more than 3 months past due totaling \$9,026.33
 - 6 are off with no resident
 - 3 are still making payments for high water bills
 - 3 have started to make some type of payment (Only 1 signed agreement)
 - 1 was transferred into the owner's name deposit applied and owner will pay the balance due
 - 6 have not contacted the office.
 - b. 12 remaining past due have been making payments. Totaling \$1,952.81
 - c. I have contacted all of the homeowners who have renters who that are past due

For comparison:

At the end of August, we had:

- a. We had 21 past due accounts totaling \$7941.09
- b. 4 are off with no resident
- c. 4 are making payments for high water bills
- d. 13 are past due and not making payments



- e. 10 are more than 3 months past due

At the end of March, we had

- a. 13 past due accounts totaling \$5198.24
 - b. 7 were off,
 - c. 2 were making payments on high water bills
 - d. 4 were not making payments.
 - e. There were no customers with water on that were more than 3 months past due
- 2. Lana and I have been going through all of the files in the office getting them cleaned up and referenced in RVS with correct current information as well as locating every meter on the map in the office and on Google Earth, including all disenfranchised meters.
 - 3. I received the report from Mario Casilliss at RCAC regarding our cyber vulnerabilities.
 - 4. This month's direct deposit check for the Bank of the West account was \$7,257.18 which brought the account balance up to 15,000.00.
 - 5. Cap Fund Monies is moving along Lana is working on it with Amy and Veneetha at ADWR (Arizona Department of Water Resources) to get our project submitted.

Member Chamber motions to approve the Managers report and Office report as stated, Clerk King 2nds, Vote - Clerk King - Aye, Member Chambers - Aye, Member Burruss - Aye, Member Jones - Aye - PASSED

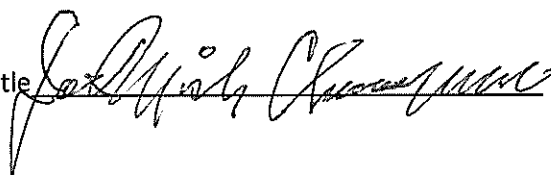
VII. CONSENT AGENDA

- a. Approval of Meeting Minutes and Financials
 - August 27, 2020 Working Session Meeting Minutes
 - July 2020 financials.

Member Chambers motions to approve all of the meeting minutes from August 27, 2020 and July 2020 financials, Member Jones 2nds, Vote - Clerk King - Aye, Member Chambers - Aye, Member Burruss - Aye, Member Jones - Aye - PASSED

VIII. OLD BUSINESS

- a. Discussion and possible action regarding the renewal of the cell tower lease. (Frank/Tosca)
TABLED
- b. Discussion/possible action on agreement with Tom Lowe Forrest Service Permittee (Frank/Tosca)
TABLED
- c. Discussion/possible action on Mayer DWID property located at 13193 Central Ave. (Frank)
TABLED
- d. Discussion/possible action on having Board meetings available live on ZOOM for public and Board members to attend. (Mardi)
Member Chambers motions to approve the purchase of ZOOM for Board members, staff, District Counsel and those on the agenda to attend Board meetings, Member Jones 2nds, Vote - Clerk King - Aye, Member Chambers - Aye, Member Burruss - Aye, Member Jones - Aye - PASSED
- e. Discussion/possible action on hiring IT (Information Technology) contractor to assess security of District computers (Mardi) - **TABLED**
- f. Discussion/possible action on defining commercial vs residential accounts. (Mardi) - **TABLED**
- g. Discussion/possible action on hiring outside operator/maintenance company. (Frank)
Member Chambers motions to approve getting an RFP (request for proposal) for and outside operator/maintenance company, Member Jones 2nds, Vote - Clerk King - Aye, Member Chambers - Aye, Member Burruss - Aye, Member Jones - Aye - PASSED
- h. Discussion/possible action on USDA SEARCH Grant (Mardi) **TABLED**
- i. Discussion/possible action on if the office should remain closed to the public (Mardi)
Member Chambers motions to extend the office remaining closed to the public for one more



month Member Jones 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED

- j. Discussion/possible action on late fees and transaction fees (Mardi)**
Member Chambers motions to extend not charging late fees and transaction fees for one more month Member Jones 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED
- k. Discussion/possible action on water turn offs for non-payment (Mardi)**
Member Chambers motions to extend not turning water off for non-payment for one more month Member Jones 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED

IX. NEW BUSINESS

- a. Discussion/possible action on paying monthly insurance payment with a credit card to earn the points back each month. (Mardi)**
Member Chambers motions to pay the monthly insurance payment with a credit card to earn the points back each month, Member Burruss 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED
- b. Discussion/possible action on installing a sleeve at Main, Mohawk and Saguaro. (Frank)**
Member Chambers motions for Frank to get quotes from contractors and to allow him to use his judgement and hire a contractor to install a sleeve at Main, Mohawk and Saguaro, Member Jones 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED
- c. Discussion/possible action on replacing and adding valves within the system. (Frank)**
Member Chambers motions to allow Frank to replace and add valves as need within the system, Member Jones 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED
- d. Discussion/possible action on setting a date and time for the next working session.**
Member Chambers motions to have the next working session October 22 at 5pm Member Jones 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED

X. ADJOURNMENT

Member Jones motions adjourn at 7:47pm, Member Chambers 2nds, Vote - Clerk King – Aye, Member Chambers – Aye, Member Burruss - Aye, Member Jones – Aye - PASSED

