



**NOTICE & AGENDA OF PUBLIC MEETING  
MAYER DOMESTIC WATER IMPROVEMENT DISTRICT**

Pursuant to A.R.S. § 38-431.02, notice is hereby given that the Board of the Mayer DWID will hold a meeting open to the public

on **Thursday, July 27, 2017 at 6:00 p.m.**

Water District Office Meeting Room

12994 Central Ave., Mayer

- I. **Call to Order**
- II. **Roll Call of Members**
- III. **Pledge of Allegiance**
- IV. **Comments from the Public**
- V. **Discussion/Review/Action**
  - a. **Approval of Minutes June 1, June 5, June 5 Special Meeting, June 12 Special, July 7, 2017**
  - b. **Manager's Report**
  - c. **Office Report**
  - d. **Approval to purchase RoboCall Software for emergency notification**
  - e. **Discuss accounts 725 & 520, Bert Teskey**
  - f. **Discuss account 106 Allyson Zawacky possible adjustment**
  - g. **Discuss account 126 Dawn Shikany possible adjustment**
  - h. **Discuss Liability Insurance Renewal**
  - i. **Discuss maintenance and repairs on the backhoe**
  - j. **Discuss the purchase of a unit to control pumps and motors from LevelCon.**
  - k. **Discuss ownership of Lucas Well.**
  - l. **Permission to have monthly drawing for people who pay on time.**
  - m. **Presentation from Tom at G&S regarding pipe line on the G&S property**
  - n. **Post open Board Position for 2 weeks**
  - o. **Approval to adjust accounts that were affected by the floods**
  - p. **Approval to submit smoke damage to insurance, with 3<sup>rd</sup> party. On all district properties**
  - q. **New policy/form for turning water on for realtor/homeowner/seller**

**inspection purposes**

- r. Temporary Managers Salary/Hourly Rate**
- s. Approval for temporary help with weed control**

**vi. Adjournment**

COPIES OF THIS AGENDA ARE AVAILABLE AT THE DISTRICT OFFICE, 12994 CENTRAL AVE., MAYER, DURING REGULAR BUSINESS HOURS (MON-FRI 8:00 a.m. to 12:00 p.m).

Note: If any disabled person needs any type of accommodation, please notify the Mayer Water District Office at (928-632-4113). Requests should be made as early as possible to arrange accommodation.

Mayer Water Improvement District  
Minutes of Meeting  
July 27, 2017

- I. Call to Order: Meeting called to order at 6:00 pm
- II. Roll Call: Frank Soto, Kathy King, Jacque Burress, Josh Mish, Ron Good present.
- III. Pledge of Allegiance
- IV. Comments from the Public
  - a. Margie Good commented on topic k. ownership of Lucas well. We have encountered this problem 5 years ago we have all the documentation that we have presented to him that we own Lucas Well Said this matter has already been settled and if he continues harass Mayer DWID she suggested we seek legal action against him. She would like to see an end to this baloney.
  - b. Shikany wasn't sure if she should speak now. Kathy let her know she is on the agenda and will be able to speak.
  - c. Jan Teskey spoke out about topic l. said that she feels there should not be a drawing, the reward for paying your bill on time is not paying a late fee.
- V. Discussion/Review/Action Items:
  - a. Approval of Minutes June 1, June 5, June 5 Special Meeting, June 12 special meeting, July 7, 2017
    1. Kathy stated because of hardware software problems she only had June 5<sup>th</sup> Special meeting minutes available to approve, the date on the minutes was dated June 2 not June 5<sup>th</sup>. Jacque motioned to change the date to June 2<sup>nd</sup>, Joe seconds. All in favor. Motion passed
  - b. Manager's Position:
    1. Well Levels – Sounded the wells on 7/3/17 and again on 7/27/17
      - i. Poland on 7/3/17 73' static, 7/27/17 74' static
      - ii. Grapevine #1 on 7/3/17 34' static, 7/27/17 33' static
      - iii. Grapevine #2 on 7/3/17 31' pumping, 7/27/17 31' pumping
      - iv. D&R 7/3/17 27.5' pumping, 7/27/17 35' pumping
      - v. Chimney Ranch #2 7/3/17 29.5' pumping, 7/27/17 26' pumping
    2. Flood Help -
      - i. Thanked Bert Teskey for use of the Recreation Center for letting us put water tanks and water bottles on the property
      - ii. Thanked Pump Tech for plumbing in pipes on water tanks and letting us use a flatbed trailer for the water tanks .
      - iii. Thanked Rockin R Water for hauling in potable water for the tanks at the Rec Center.
      - iv. Thanked Red Cross, Salvation Army for water donations, Sprouts for donation of semi load of water to mission church.
      - v. Thanked Bradshaw Lab for taking water samples on Friday & Saturday. Normally they don't take samples on Friday because someone has to come in on Saturday and read them. They made an acceptance for us because of the flooding. Someone went in on Saturday and read the results to us.
      - vi. Thanked APS for helping with a Blue Stake on Cholla

3. G&S Booster had a leak after flood. Frank and Bill were able to fix it by the end of the day on the 20<sup>th</sup>.
4. Would like to discuss a phone for whoever is on call after hours.
5. Concerned about Creek crossings a lot of them we cannot see the pipe. We are going to need to address this in the future.
6. ADWR still controls trust account we need to contact them.
7. Need to order a new chlorinator pump.
8. Want to repair metal detector. Joe admitted someone beat it on the ground. Either because it wasn't working or because they were frustrated. This is a very helpful tool for the water district when locating meters, meter boxes, waterlines etc. Looking into prices to have it repaired.
9. Road to Sand Filter and D&R needs repair, need material on the road.
10. During the fire people left their sprinklers and are now getting high bills.
11. Court date for Lawsuit in Mayer Justice Court is set for August 7 at 3pm. Someone needs to be there, Jacque asked what it was in regards to, he explained it was with regards to a homeowner who was out of town and had high water usage. He spoke with the resident and stated that the resident was more upset about the manor in the way that he was treated more than the bill itself. Jacque asked if Frank was the only one who was familiar with the case. Kathy can't go because she will still be in class at 3pm
12. Barbara Fox with the county special districts called regarding the budget. We need to get it done and to the county ASAP.
13. Paperwork everywhere in the office. Office needs to be organized.
14. Certificate of Liability ins Lori Steiner is for the 200,000 gal tank.
15. American Tower agreement, looked at it and they are proposing some proposals, recommends we don't act on them.
16. Denny with Yavapai County Emergency Management is asking for information regarding pipes and tanks might be able to be reimbursed. If we can document out losses we could
17. Way behind on back flow preventer tests

c. Office Report

We drafted a thank you letter to be sent to everyone that helped after the flood  
Whoever is going to be representing the district at the Civil case August 7<sup>th</sup> please see  
Mardie

We got all the signatures for Bank of the West accounts and log in ID's for the bank  
accounts.

d. Approval to purchase RoboCall Software for emergency notification.

Jackie motions to purchase, Ron seconds. Mardie presented 3 different RoboCall  
companies and what they offer. While SendCall.com has the best pricing. The 2  
cents per call that is only a special they are running right now. Was not able to  
contact anyone with the company to verify the pricing was still valid. Between  
the other 2 RoboTalker.com is 7 cents per call with a 2 minutes message 500  
calls is \$35 and 1000 calls is \$70 and calls not used will be credited to out  
account and never expires. Call-em-all.com is 9 cents per call with a 30 second  
message all additional 30 seconds are 9 cents. Joe motioned to buy \$70, Kathy

seconds. All in Favor Joe and Jacque, yay, Ron Nay. Motion Passed.

e. Discuss accounts 725 & 520, Bert Teskey

Jacque motions to discuss and Joe Seconds, Frank was looking at a meter on the meter list. The old church did not have it's own meter before and now it does. He spoke with Bert Teskey regarding this and Bert explained what had happened. Bert Teskey spoke at the meeting regarding this. There was an issue with the water bill between the store(account 520) and the old church(account 720) because both originally were run off the same meter. To resolve this issue Casey Boone put a meter in at the water spigot, the water line to this spigot came off of the meter from the store(account 520) this new meter was to be used for the church(Account 725). Bert paid for all the water that went to the store and the Church was billed for fee and water usage. He asked Casey how this was going to work because the water was already paid for by the meter at the store. Casey said Heather would figure it all out. Eventually the church had the water turned off. The meter was supposed to be pulled but it was only turned off and locked. Bert would like his spigot and hose bib put back in. Joe motions that that 725 meter be removed and give Bert Teskey his hose bib and whatever goes with it back. If we have to replace it we replace it. Jacque seconds. All in favor. Motion passes.

f. Discuss account 106 Allyson Zawacky possible adjustment

Jacque motions to discuss, Ron seconds, Frank refers to Mardie regarding this account. Customer stated the Yavapai Central Fire used her sprinklers to help protect against the fire. Joe suggested they turn into the homeowners for a claim. Jacque motions to table, motions dies for lack of second. Ron makes motion to deny adjusting, Joe seconds. All in Favor Joe and Ron, Jacque Nay. Passed that there will be no adjustment.

g. Discuss account 126 Dawn Shikany possible adjustment

Ron motions to discuss, Joe seconds. Dawn presents her case. She received a bill in the amount of \$593.43 for service dated from 12/14/16 – 7/13/17. The just bought the house on 6/19/2017. They called and asked for any bills that were due on the account. We (Mayer DWID) sent them a bill for \$116.61. This was paid in escrow. The realtor, Shelly Watne, who listed the house spoke, she stated that she listed the house on 9/12/2017 and the water was on. Kathy asked Mardie if she would speak on this matter. Mardie stated that the meter was not on the meter list and the account had a rate code of 8-disenfranchised. Which is why the meter was not read. Between 12/14/2016 and 7/13/17.

Frank stated he physically looked at the meter and it is one of the oldest meters in the system. It does not have a mechanism where you can physically lock the meter. It is one that would have to be dug up, loosen the nut to free it up in order to turn it off, but it can't be locked. Someone got lazy and was hoping there would be no water usage and the bill would be adjusted if they did. From an operator's standpoint, I understand what they did. It's wasn't right, but they did it. Joe stated that so far as he understands it, it isn't their(Shikany's) fault. Joe feels that Mayer DWID dropped the ball and we eat it. Joe Motioned that we eat the extra cost. Jacque wants to know who is gonna eat the cost. The previous owner? Mardie stated that had the meter been read the bill would have gone into escrow and would have been paid in escrow. The property was vacant the

entire time the house was listed. Ron feels it really doesn't matter who eats it at this point. Because we (Mayer DWID) made the mistake. Jacque feels the previous owner should be given the opportunity to pay for the bill. It has been moved to adjust the bill. But it wasn't discussed what the bill amount to be paid should be. Mardie stated if you take the average water usage for the past year the water usage would be 4487 gal. For a bill due of \$37.18 and a credit in the amount of \$556.25. Joe calls for a question, Kathy...it has been moved and seconded to adjust the bill. All in favor. Motion passed.

h. Discuss Liability Insurance Renewal

Joe motions to discuss, Ron seconds. Frank... we need to renew our insurance, the agent called on the day our insurance was expiring and needed an answer that day. She gave Frank 2 quotes. The difference between the 2 policy's 1 included cyber protection the other did not. Our current policy included cyber protection. Frank renewed for 1 month until board could meet. Frank recommends we renew for year. Cost for insurance is \$11,697 for insurance with cyber protection. 2<sup>nd</sup> insurance quote is, \$10,970 only difference is no cyber protection. Jacque recommends we renew month to month and shop around. Ron feels we need to make sure we are covered, month to month could leave us vulnerable if it falls through the cracks. Joe motions to purchase for a year, Ron Seconds. All in Favor Ron and Joe, Jacque Nay. Motion passed.

i. Discuss maintenance and repairs on the backhoe

Ron motions to discuss, Joe seconds. Started up backhoe and brakes are bad. Frank called Gary S. to look at the backhoe. Needs new brakes 2 master cylinders, and general maintenance. Estimate if we buy the parts \$2000. Frank asks for money to repair it.

Joe comments that we are lucky no one was hurt while using the backhoe with bad breaks.

Ron comments why do we need to fix the backhoe if we end up going with a management company.

Kathy comments if we fix it we could sell it for more.

Frank states we can use the backhoe as negotiations with management companies. It is in our best interest to get it fixed.

Joe calls for the question. Kathy it has been moved and seconded. Ron asks how are we doing financially before we move on. Joe says since we stopped the bleeding with payroll we are doing better. Mardie passed out profit and loss statements. For April, May, June and July. Kathy it has been moved and seconded to repair the backhoe. All in favor.

j. Discuss the purchase of a unit to control pumps and motors from LevelCon

Jacque motions to purchase motors from LevelCon, Ron seconds, LevelCon is a tank level technology company. They have a product where you can start and stop pumps remotely. During the last flood we couldn't get to the G&R and Frank got a helicopter ride to the Grapevine. If we had this we could control them from anywhere. \$1000 to purchase the device and \$20/month for the service. This price is per motor. We don't need them at all the wells. Frank would like to start with just one for now to see how well it works. Kathy wants to know if the unit can be moved to another well if we want. It's been moved and seconded. All in

favor. Motion passes.

k. Discuss ownership of Lucas Well

Ron moves to discuss, Jacque seconds, Ron says his discussion is no discussion, the issue has already been handled. This comes up every time we get a new board. He keeps bringing it up hoping for a new outcome. The only discussion he would have is if it became harassment type thing. We sue him. Kathy wants to see if there is a way we can play nice in the sandbox for a while and not have any more lawyer fees. Frank explained what brought it all up again. He came into the office demanding a key to the well. Kathy, we can't give our keys away. Ron, if an insurance person was there he could see going out and opening it up. But we can't bend. Kathy, this needs to be settled. But doesn't see how without going to court. It was discussed. Does anyone want to take any more action.

l. Permission to have monthly drawing for people who pay on time

Jacque motions to have monthly drawing, Joe seconds. This office is busy with people staying and visiting. Frank would like to offer gift cards to local business in like \$50, \$30, \$20 increments. To those who pay their bill by mail, blue tube or online and don't have a past due. This will help stop so much traffic in the office. Kathy said we already changed the hours so the office closes at noon. Office staff can then work done uninterrupted by the public. This will be 1 more thing added to what the office staff already does. Jacque said we are a small town this is what we do. Kathy said the office used to be a hostile environment and we are trying to change that and have already made the office a kind and respectful place. Ron feels this could create animosity in the community he disagrees with this item. Joe motions to table it. Jacque sends. All in favor Jacque and Joe, Ron Nay.

m. Presentation from Tom at G&S regarding pipe line on the G&S property

Joe motions to discuss, Ron seconds. Tom is not here to present. Frank explains, this has been going on for years since the Casey days. Our water line is in his way to mine some valuable rock. We do have an issue with that water line in that area. There is some concern w/ it there. It would be in everyone's interest to move that line. Tom is willing to participate, he has water rights that we need, he would consider a well site. There are opportunities on both sides. Come up with some numbers by the next meeting. Ron wants him at the next meeting he needs to hear from Tom, Joe he has spoken with Tom and he is willing to pay for some and use his equipment. Kathy lets gather the information. I would like to see something in writing from him. Joe, lets invite him to the board meeting in a note stating what we need from him. Kathy we can have a special meeting on this.

n. Post open Board Position for 2 weeks

Jacque motions that we post position for 2 weeks. Ron seconds. Everyone who is interested should have the opportunity to submit an application. It's been moved and seconded to post the open for 2 weeks. All in favor. Motion passed.

o. Approval to adjust account that were affected by the floods

Jacque motions to discuss accounts that were affected by the flood., Ron seconds. Frank, 1 account was probably effected by the flood. Meter was buried in mud. Water was running for 3 days. Ron, they can file a claim with insurance company. Jacque suggests take them one account at a time as they come up.

Joe motions to table it, Ron seconds. All in favor.

- p. Approval to submit smoke damage to insurance, with 3<sup>rd</sup> party. On all district properties Joe moves, Ron seconds. 3<sup>rd</sup> party insurance could be a possible claim, doesn't cost anything. 3<sup>rd</sup> party takes a percentage no cost to the district. Check all properties including rentals. Would be a good idea to have them checked. Moved and seconded. All in favor.

- q. New policy/form for turning water on for realtors/homeowner/seller inspection purposes.

Jacque motions to discuss and to pass, Joe seconds. Jacque would like a form for realtors to have water turned on for inspection purposes when selling and purchasing homes. For accounts where the water is turned off. Realtor or selling fills out the form and pay a fee for water to be turned on for x amount of days. Then turned off again. Payment should be upfront or in escrow. Jacque has an idea of what should be on the form. Kathy, this would be a rate change we need to post this to the public, This would be more of new policy, Jacque to do more research. Frank will do research. No Action

- r. Temporary Managers Salary/Hourly Rate

Joe motions to pay Frank \$22/hour. Frank refused said he wants \$20/hour without benefits. Joe asks if that would be hourly or salary. Concern with issues with past employees and pay. Board would feel better with Frank hourly with benefits. Protects him and the board. Frank agrees to take the \$22/ hour. All in favor.

- s. Approval for temporary help with week control

Joe moves to discuss, Jacque seconds. Pay part-time people for now, to help out while we transition. With wed control on all of our properties including wells. Pay them \$13/hour, use their own equipment and gas. Joe moves for temporary help, Ron seconds. All in favor. Motion passes.

## VI. Adjournment

Joe Mish moves to adjourn meeting, (8:15 pm) Ron Good seconds, All in favor.

### **RoboCall Software –**

**SendCalls.com** pricing is based on length of recording we pay .02 per 30 seconds and an additional .02 for every additional 30 seconds. Only pay for successful calls and are refunded for bad numbers or failed calls. Looks like the .02 per call is a special that is running right now. Called there 1-800 number twice asking for more information and have not received a phone call back. Very difficult to get ahold of this company.

**RoboTalker.com** Pricing is phone or call combo, up to 2 min long. Any incomplete calls or unused calls will be a credit on the account, credit is good for a lifetime. 500 calls are .07 per call/ \$35 1000 calls are .07 per call/ \$70. Software cannot determine which is a landline and which is a cell phone, because some phones can be ported from a landline number to a cell phone number. He recommended that because we are putting out important information like boil water notice he would recommend a phone call over a text message.

**Call-am-all.com** 1 credit .09 = one 30 second call. For each additional 30 seconds it is .09. Software can determine which is a landline which is a cell phone.

**Account 106 Allyson Zawacky –** Came in and said that her water usage was so high because Yavapai Central Fire used her water to set up sprinklers to help protect against the fire. Would like to know if we will adjust for that. **If we charged her the average water usage for the past 2 months 10,150 gal the bill would be \$61.42**

**Account 126 Dawn Shikany –** She was billed for 42,100 gals of water. She stated the water was already on when she came to look at the house before she purchased it, stated one time when she came to look at the house prior to purchasing it, the sprinklers were on and water was running down the street, so she turned off the sprinklers. We sent out information to the title company of what fees were due on the account. **\$116.61 for water bill fees which were paid through escrow.**

Had the meter been read prior to Mayer DWID sending out the information to the Title company, we would have included water usage up until that point. However, there is no record of the meter being read at or around the time the information was given to the title company. There is no record of meter readings in RVS between January 2017 and July 2017. The Meter was not on the Meter Read List in February 2017, March 2017, April 2017, May 2017 or June 2017. This only happens when the Account has a Rate Code of 8-Disenfranchised. Which means the meter should have been off and locked until the \$300 disenfranchised fee was paid. Either the meter was never locked or someone unlocked it and turned it back on.

The rate code for this account was changed to a 1-Residential Rate after the meter reading list was printed in June and is now on the meter list. The customer feels she should not have to pay for 42,100 gallons of water that she did not use and had this amount been sent to escrow it would have been paid then. She feels it is was our mistake and she should not have to pay for it. See her attached letter and escrow papers page 2 shows \$116.61 payment to Mayer DWID. **If we charged the average water usage for this property 4487 gal the bill should have been \$37.18 credit should be for \$556.25**

Spoke with Shelly Watne Realtor with Red Arrow Realty on 7/27/2017 said she got an audit report on 6/13/2017 showing bal was \$116.61 her assistant met someone from Mayer Water at Leff T's to get the copy of the audit report. Said stated the water was on when she listed the property on 9/12/2016 and the house was empty at the time of listing.

**Temporary Manager Salary/Hourly Rate:** The 2 previous Managers hourly rates were both paid \$26.00/hour or \$4506.67/Monthly, Field operators were/are making \$18.00/hour or \$3206.67/Monthly

Monthly	\$20/hour	\$3466.67/Monthly Gross
	\$22/hour	\$3813.33/Monthly Gross
	\$24/hour	\$4160.00/Monthly Gross

Cell Phone: 928-830-2747 \$78.72/mo (Currently) This phone number is already on generic business cards and can be used for whoever is on call.