

Mayer water Improvement District

Minutes of Regular Meeting

October 24, 2019

- I. Call to Order **6:00 p.m.**
- II. Roll Call of Members **Chair Joe Mish – Present, Clerk Kathy King - Present, Member Dennis Chamber - Present, Member Jacque Burruss – Present, Member Kevin Jones - Present**
- III. Pledge of Allegiance
- IV. Comments from the Public **Lana Coder made a comment from Karen Bowers thanking us for putting her in touch with Dale Bennett to get her drive graded.**
- V. Approval of Meeting minutes September 26th, 2019 **Clerk King motions to approve meeting minutes from September 26th, 2019 with noted spelling errors to be corrected, Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
- VI. Approve financials from August 2019 **Member Chambers motions to approve financials from August 2019, Clerk King 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
- VII. Manager's report
 1. 4 blue stakes as of October 24, 2019
 2. Had to replace booster pump at Lower Goodwin booster. Motor was bad and spare also has a bad motor. Motors replaced. We now have two spares
 3. Oakhills Well rehab still needs more work. Install pump and plumbing. We need a clean bac-t sample, electrical inspection. Called for inspection. Received green tag for temporary service from Yavapai County. APS sent their inspector out and they now require that we replace the pole and the service panel. Commercial panel cost about \$1700.00. The pole cost \$375.19. Wait and see for now.
 4. Update on agreement with Forest Service and Permittee Tom Lowe. Mr. Lowe sent email on 10-10-2019 that stated that he had met with John Kava, forest ranger, and that they would be getting back to us with an agreement to approve and sign.
 5. Have meeting scheduled with ADWR concerning payment for work on Oakhills and Roberts well from our CAP account in December.
 6. Had work done on Dodge due to overheating. Replaced water pump and radiator overflow tank. Approximately \$480.00
 7. Continue to get asked by Joe Ficara of Oakhills for a 2" meter and/or an explanation of why we will not give him one. We don't want to set a presentence for installing 2" meters on the Oakhills system at this time.
 8. Still working on understanding the piping in the Poland Jct. well yard.
 9. Update on Grapevine water line relocation. We need assistance with right-of-way and environmental issues. We need to hire an engineer for plans.
 10. Received a letter from Mr. Peckham account #333, wanting reimbursement for vegetation that was lost do to the "no outside watering" notice back in 2015. He also stated that we illegally shut off his water on September 14, 2019 when he had a

higher than usual water usage. Mr. Peckham is not on the account in any form. Property and account is in the name of Joan Peckham. Possibly mother.

Member Jones motions to accept managers' report, Clerk King 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED

VIII. Office report – By Mari Befort

1. 14 shut off's, 9 were turned off, 2 are still Turned off and locked – 1 is still off from September. 1 of the shut off's from this month, the owner has passed and I spoke with her husband he is going to try his best to get it caught up when he can, he is aware he will continue to get a min amount billed each month. May pay off bill when house sells. Nobody is living at the residents now. The other shut off for this month, nobody lives at the residence and it is was already off and locked. The shut off from September I spoke with the homeowner and he will see what he can find out. It was very concerning to him that it has been off for over a month.
2. The office internet and phone through Verizon are all hooked up and working as of October 22, 2019, it was a relatively a smooth transition.
3. Still working with our insurance broker regarding our insurance policy and how the coverage is spread out on our different properties. Currently not all of our sites have insurance coverage. So, I am looking into what we need to make sure we have adequate coverage for each and every individual property we own. I did find out our current insurance carrier does not cover well contamination; the broker can source other insurance companies if we want. When going over our policy I learned that our Business Personal Property was \$7119 for the office location. This covers the contents of the office and garage. That amount would not come close to covering the office contents let alone the garage contents. I have received quotes on what it would cost the district to adequately cover the contents of the office and garage. They are in the packet and it is on the agenda.
4. We received 2 letters from the same customer account this month, one from the home/account owner and one from the resident. They both were complaining that we turned their water off because of high water usage. I called the phone number on the account on September 16 at 2pm to notify them of a possible leak on their property I did not reach a live person so I left a message that we shut their water off because we suspected a leak and to give us a call. 540 gallons of water had gone through their meter in approx. 6 hours and the meter was spinning at the time we turned it off. The amount of water they used in September far exceeded any amount they have used since 2016. This was not normal for them. Their water usage is typically higher in the summer but not as high as it was in September. We responded to the owner of the property letter, a copy of her letter and our response is in the packet, but did not respond to the resident of the property(also a copy of his letter is in the packet, but referred that letter do Doug Fant for a response. We can discuss that later as it is on the agenda. In order to prevent future customer complaints, I can print up a notice to put on the customers door notifying them of what we did and why, and what phone number to call to have someone come back out and turn their meter on if we are unable to reach someone by phone.
5. The Cell Tower Rental Payment will be deposited into our account on November 1st. \$90,970.38 is the amount being deposited and the break down is in the packet.

6. We are having to restart the rate study as the time has lapsed from the first study. I am currently working with Deborah Patton on the rate study. I plan on having it all completed and submitted by the middle of November. The spreadsheet she sent me looks much easier to navigate than the one she sent Lana.
7. Our local Sales Rep from Arizona Office Technologies came into the office this month and let me know that we should be able to qualify for government pricing. I received an application from him yesterday. I will submit it tomorrow. He indicated that we could possibly get a new copier in the office that could also replace the printer on my desk for far less than what we currently pay and even possibly less than what our service contract will cost. I found out the reason we have to have a copier and a printer is because the big Xerox copier is not compatible with RVS. He is supposed to be looking in to whether or not our smaller Lexmark printer can be added to our service plan.
8. We are working on cleaning up the front office and getting it organized more efficiently. Especially with all of the CableOne Equipment gone off the desk. It has freed up a lot of space on the desk. With 3 of us needing to access files on a daily basis, it can get a little hectic at my desk and in the front office. I am going to speak with someone in Tech Support from Bank of the West and see about getting the EDS scanner moved over to the main computer as the 2nd computer in the office is ONLY used for check deposits. We can put this computer aside and save it as back up if ever needed. But it is currently only used on average 3 days a week. I am not entirely sure why it was originally set up that way.

Clerk King motions to accept office report, Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED

IX. Discussion/Review/Action

1. Approve to sell scrap material **Member Chambers motions to approve to sell scrap material, Member Jones 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
2. Approve changing board meetings dates for November 28 and December 26 due of holidays. **Clerk King motions to Change board meeting dates for November 28, 2019 to November 21, 2019 at 6:00 p.m. & December, 26 2019 to December 19, 2019 at 6:00 p.m., Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
3. Approve to have 6 water tanks inspected **Member Jones motions to approve to have 6 water tanks inspected costing approx. \$6000, Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
4. Approve Request for Proposal and interviews for Engineering for the Grapevine waterline relocation project. **Clerk King motions to approve to Request for Proposal and interviews for Engineering for the Grapevine waterline relocation project, Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
5. Approve to hire Mike Rice as a consultant for Right of Way and environmental permits **Clerk King motions to approve to hire Mike Rice as a consultant for**

Right of Way and environmental permits at \$75 an hour plus expenses, Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED

6. Discuss update on Lucas Well **Frank Soto gave an update from the attorney working on the Lucas Well issues, the attorney says the wells belong to the district and that there could be some easement issues that the attorney is looking into. Joe Mish Chairman of the board, stated he needs to step back from this. Clerk King motions to table the rest of the discussion, Member Chambers 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
 7. Discuss/Approve response for account 333/Peckham letter **Member Chambers motions to approve to send a response to account 333, Member Jones 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
 8. Approve increase Business Personal Property Insurance at 12994 Central Ave **Clerk King motions to approve to increase the Business Personal Property Insurance at 12994 Central Ave to \$150,000, Member Burruss 2nds, Vote Chairman Mish - Aye, Clerk King - Aye, Member Chambers-Aye, Member Burruss-Aye, Member Jones - Aye - PASSED**
- X. Adjournment 7:16 p.m.