

Mayer water Improvement District

Minutes of Regular Meeting

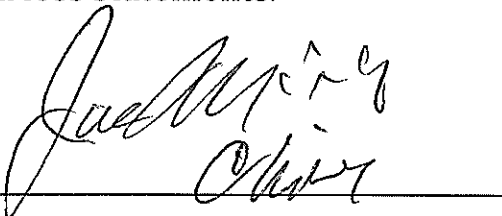
February 27, 2020

- I. Call to Order **6:01 p.m.**
- II. Roll Call of Members **Chair Joe Mish, Clerk Kathy King, Member Dennis Chambers – Present, Member Kevin Jones, Member Jacque Burruss – Present via phone**
- III. Pledge of Allegiance
- IV. Comments from the Public - **No Public present at the meeting**
- V. Approval of meeting minutes from working session January 23, 2020 – **Clerk King motions to approve meeting minutes from working session January 23, 2020, Member Jones 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**
- VI. Approval of meeting minutes from regular session January 23, 2020 **Member Chambers motions to approve meeting minutes from regular session January 23, 2020, Clerk King 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**
- VII. Approve financials from December 2019 **Clerk King motions to approve financials from December 2019, Member Chambers 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**
- VIII. Manager's report **By Frank Soto – Manager**
 1. 5 blue stakes as of February 27, 2020. Main water leak in Poland Jct.
 2. Mardi and I met with Jeff Hayes and Michael Dean from USDA Rural Development about a grant to do a system evaluation and possible loan to do improvements.
 3. Lana Coder went to the Lucas well on 2-17-2020 and was confronted by Stephen O'Bresley. Mr. O'Bresely stated to Lana that does not want anyone from the District on his property.
 4. Blending plan for the Lucas, Cliff, Gate and D & R is in the final stages. Waiting for the engineer to do the paper work. We will have an additional 26 gpm from this.
 5. Still in the running for the flood grant.
 6. Possible loss of income on cell tower due to merger of T-Mobil and Sprint. Mayer Fire may be able to pay \$200.00 a month.
 7. Oakhills Well rehab still needs more work. Received "green tag" for the temporary electrical service.



Joe Mish
Chair

8. Still waiting on APS for power to Roberts well. APS has not started construction as of this date.
 9. Update on agreement with Forest Service and Permittee Tom Lowe. Met with forest personnel Chris Welker. He made some minor changes to the agreement/operating plan. Resubmitted agreement to Mr. Tom Lowe.
 10. Met with ADWR on 2-25-2020 concerning reimbursement for Oakhills well, Roberts well and Racetrack well from our CAP account. Will ask to be reimbursed for account fees that were paid from general fund account over the years in the amount \$33,480.00.
 11. American Tower, Greg Pearson, has sent some options for renewal of tower lease.
 12. Warrant account balance \$354816.71 as of 2-27-2020.
 13. We need to purchase a jumping jack for dirt compaction. Approximately \$4500.
 14. Race Track Well update **Member Jones motions to accept the managers' report as stated, Member Chambers 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**
- ix. Office report **By Mardi Befort – Office Manager**
1. We had 11 accounts on the shut off list this month.
 - a. Turned off 5 customers.
 - b. There are still 2 turned off.
 - c. There was one customer who was turned off in January paid and got their water turned back on in February.
 2. The meeting with Deborah Patton was very informative. She gave me a list of study data needed for the study. This was something they had just finished putting together before we met with her on January 24th. She said that it has taken districts with more staff, working full time over 2 years to finish a rate study. She was happy with the progress I had been making. I attached RCAC Utility Rate Study Date Needs List and you can see all of the information we have already completed and what we still need to get. The person replacing Deborah Patton has not contacted me yet. There are some items I have finished since my meeting with Deborah, I don't have a person to send them too yet.
 3. We have had 2 successful direct deposits this past month. I added payroll summaries to everyone's packet to so they can see all direct deposit payroll as well as written checks for the past month as we have not received the first bank statement showing this. I can continue to do this or you can just look at the bank statements as well as the profit and loss statements.



Joe M. King
Chair

4. I included all of the email contact we have had with J. Ficara since the last board meeting in your packets tonight. I did already email this to all of you who have email.
5. We finally received the new cordless phone for the office. But because we are a government entity it will take longer to get the credit for the wrong one they sent. Up to 90 days. I am keeping track of it on our account.
6. This month's direct deposit check for the Bank of the West account is \$4491.75 which will bring the account balance back up to 10,000.00.
7. Meeting with Jeff Sobatka with Arizona Commerce Authority Friday, February 28, 2020 **Clerk King motions to accept the office report as stated, Member Chambers 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**

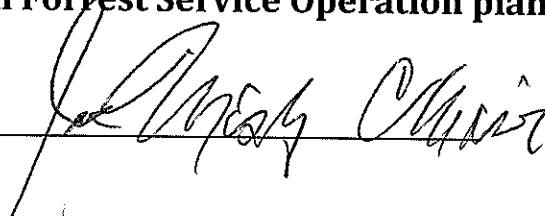
x. Discussion/Review/Action

1. Election of new Board Officers **Clerk King motions for approve the election of new Board Officers, Member Chambers 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED – Member Jones motions to nominate the chair as stands and Joe Mish remain as chair, Member Chambers 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED Joe Mish accepted the nomination. Joe recommends the Board nominate Kathy King to remain as Clerk, Member Jones motions to nominate Kathy King as Clerk, Member Chambers, 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**

2. Approval of the 2 legal posting sites to be registered with Yavapai County 12795 E. Central Ave., Mayer Post office & 12994 E. Central Ave., Mayer DWID office. **Member Chambers motions to approve the 2 legal posting sires to be registered with Yavapai County 12795 E. Central Ave, Mayer Post Office and 12994 E. Central Ave, Mayer DWID Office. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**

3. Approve agreement with Forrest Service Special Use Permit **Member Chambers motions to approve agreement with Forrest Service Special Use Permit with the change of a 20 year to 30 year if needed., Member Jones, 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED**

4. Approve agreement with Forrest Service Operation plan **Clerk King motions to approve agreement with Forrest Service Operation plan,**



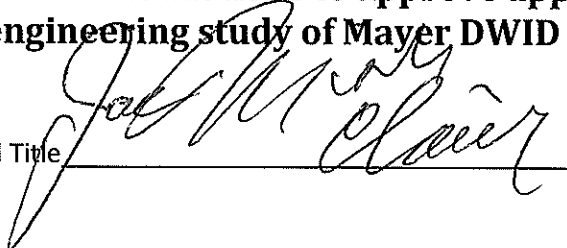
Member Chambers 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED

5. Approve changes to Policies and Procedures Clerk King motions to approve changes to Policies and Procedures as discussed in the working session meeting on January 23, 2020, Member Chambers 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED

6. Approve 4 hours at regular pay for part time employees for District Holidays – Clerk King motions to approve 4 hours at regular pay for part time employees for District Holidays, Member Jones 2nds, Members Burruss asked what the current rate of pay is. Manager Soto stated 4 employees at \$13.50 and 1 at \$12.50 and 1 at \$12.00 and Frank at \$22.00 and that he would also like to raise them all up the same rate of pay. During the holidays not getting paid really hurt the employees. We have a great group of employees who are willing to work part time. Member Burruss asked if they were going to be paid even though they are not working. Manager Soto stated there are 10 holidays where the office is closed. New Year's Day, President's Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, The Day following Thanksgiving Day Day/or Columbus Day, Martin Luther King Jr. Day and Christmas. Those are the Holidays that were approved by the Board, it would cost the district \$5356.00 a year. Member Burruss stated that was a lot of holidays, Clerk King asked if this was going to conflict with the changes that were made 4 years ago. Manager Soto stated this is why he is asking for it. The Board voted to take away all employee benefits. The only benefit they currently get is sick leave and that is State mandated. Clerk King stated this will be a change to our personnel policy. Clerk King wanted to verify that the person who is on call gets paid for whatever hours they work plus the 4 hours of holiday pay. Clerk King motions to approve 4 hours at regular pay for part time employees for District Holidays, Member Chambers, 2nds. Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED

7. Approve working session date & time for March 2020 Clerk King motions to have working session March 26, 2020 at 5pm, Member Chambers 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED

8. Approve application for SEARCH Grant to be used for engineering study of Mayer DWID system. Member Chambers motions to approve application for SEARCH Grant to be used for engineering study of Mayer DWID system.

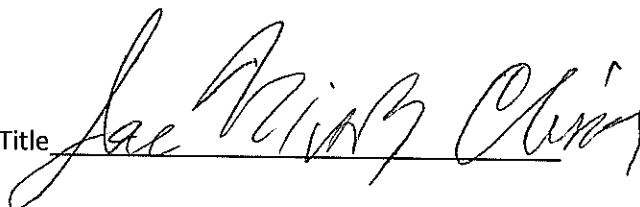


Clerk King 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED

9. Discussion American Tower Lease Clerk King motions to discuss American Tower Lease, Member Chambers 2nds.

10. Approve draft renewal agreement with American Tower Member Chambers motions to approve draft renewal agreement with American Tower. Clerk King 2nds, Vote – Chair Mish - Aye, Clerk King – Aye, Member Chambers – Aye, Member Jones – Aye, Member Burruss – Aye, PASSED

xi. Adjournment 6:54pm

A handwritten signature in black ink, appearing to read "Lee King Clinton", written over a horizontal line.