

**MAYER DOMESTIC WATER IMPROVEMENT DISTRICT
13193 CENTRAL AVENUE
P.O. BOX 416
MAYER, ARIZONA 86333
Meeting Held at Mayer Water District Meeting Room**

**Board Meeting Minutes
Regular Session
6:00 p.m., December 11, 2003**

1. CALL TO ORDER

Board Chairperson Alison Atwater called the meeting to order at 7:00 p.m.

2. ROLL CALL OF BOARD MEMBERS

Four board members were present.

3. APPROVAL OF MINUTES

- A. Mike King moved to approve minutes from the November 13, 2003 Regular session meeting with corrections. Margie Good seconded, Board voted/Motion carried 4 yea 0 nays.
- B. Margie Good moved to approve minutes from the November 13, 2003 Executive session meeting. Mike King seconded, Board voted/Motion carried 3 yea 1 abstained.

4. BOARD REPORTS

- A. Alison Atwater - Thanked the staff for the hard work that they are doing and that she appreciated them. She thanked the 3 board members for hanging in there through the storms. She hoped for a new board member to come forward to fill the empty seat and work productively with the board for the good of the district.
- B. Dave Albins – Thanked Pam for a job well done. Addressed Bill with past problems and hoped that they were over. Expressed that he would like to get with him on projects needing done.
- C. Mike King - Expressed his pleasure with the employees and hoped that they are as happy with their jobs as he is with them.
- D. Margie Good – She expressed her happiness with the way things are running in the office and with the staff. Likes the respect that the employees show for the district.

5. CALL TO THE PUBLIC

No one from the public had any comments.

6. REPORTS AND CORRESPONDENCE

6.a. Field Manager report

Field Manager William Jones reported on the status of the wells. Explained that the grapevine wells are not producing. All other wells he feels are doing outstanding. Gave states on the wells water levels and pumping performance. Next Mr. Jones gave a report on the sounding levels of the wells.

Mr. Jones then talked about the leaks that were encountered in the field but that the leaks have been fixed and everything is working. Mr. Jones explained that he had been in contact with Mr. Christian of C5 engineering with regards to the survey report that will be done in Poland Junction and the grapevine area. He discussed that he needed to get the contracts back to WIFA and one to C5 engineering and then they will start on the graphs and be able to show everything that will be done from the grapevine to the highway and also the work that will be done in Poland junction with regards to putting the tank up on the tank site.

Mr. Jones discussed the work that needed done to the tanks as far as needing cleaned up gravel put down, tanks needing painting and houses needing put up to protect electric. Next Mr. Jones talked about the water tests that have been done. Gave a report about the shut off's that were done and how people are paying their bills. Gave report on the progress on the Baker easement issue. Mr. Jones gave a report on raising the casing at the G&S well. Mr. Jones discussed his plan to clean up meter boxes, sealing them so that it makes it much easier to read meters. He discussed his desire to go to workshops on grants and start applying for more grants to get done some of the work that needs done.

Discussion on meter being shut off and then people turning water meter back on or putting the meter in another persons name to get water. Bill will remove meter altogether. Mr. Jones discusses his plans for putting the inventory all in one place and having the database on the computer so it is searchable.

Mr. Jones explained to the board why he changed the shirts that they are wearing for the district. Mr. Albins questioned Mr. Jones on the grapevine wells and discussion was that well needed to be gone over to see what the problems were so that a solution could be given to the board.

Discussion was brought up regarding property for sale on corner in Mayer and it was discussed that a letter needed to be drafted to owner regarding asking price.

6b. Office Manager Report

Pam Harbeson gave a report on progress of the financial information being put into the QuickBooks program. Next the board was told a solution of the RVS customer account problem was found and Ms Harbeson explained how it was to be done and we would not have problems with assigning accounts to owner or renter. Also she explained how the system will keep track of renters and owners and that owners can get statements for their renters. Report was given on past due accounts and the progress of them as far as getting paid. Next Ms. Harbeson gave a financial report. Ms. Harbeson gave a report on the New RVS software and when it will be installed.

7. VOTE TO GO INTO EXECUTIVE SESSION

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The board did not vote to go into Executive Session.

8c. Dave Albins makes a motion to take item 8C out of order and Mike King seconds the motion. Board voted/motion carried 4 yea 0 nays. Mr. Dawson gave a report on the tower that Nextel wants to lease and the land that they want to lease from the district. Discussion on the health issues and lease were the topic. Dave Albins questioned the lease of the tower and consent to lease space on the tower. Mr. Albins wants the board to review the original lease with Verizon and American Tower. Mr. Dawson gave some numbers of people to contact if board has questions on lease or conflict issues. Item will be on next meeting agenda.

8. OLD BUSINESS

A. Update on progress of Baker easement resolution

Mr. Jones discussed with the board what the attorney had advised as far as what to do with Mr. Baker. Mr. Jones has not received the Quit Claim deed as of the meeting but will get it to Mr. Baker as soon as it comes in.

B. Discussion/possible action on filling vacant Board seat

Mr. Jones told the board that we will have to fill the seat or the board of governors will come in and appoint someone. Billy to put an ad in the paper advertising for the vacant board seat.

C. Discussion/possible action on proposed Nextel lease; See above item taken out of order.

D. Review of billing policy re; customer responsibility for unpaid bills

Pam discussed past due accounts again and that there are very few. Next Pam and the board members discussed customer responsibility for own water bill. Pam explained she has contacted collection agencies and she is going to continue with her collection policy.

E. Discussion/possible action on hiring permanent field help.

Mr. Jones explained his pleasure of James Mainus the man he wants to hire. Mr. Albins asked if there is a problem with him working another month under contract and Mr. Jones said no there is not. Mr. Jones explained that Mr. Mainus is aware that he has to take the water test within 6 months to become certified. Dave Albins made a motion to table the decision to hire Mr. Mainus until a background check can be run. Mike king seconds the motion. Board voted/motion carried 4 yea 0 nays

F. Mike King request to move water meter

Mr. King again wanted to request a meter be moved adjacent to his property. Alison Atwater wants to make sure that the board looks at the issues of whether this is a favor for Mr. King, as it is not the board's intention to show favoritism, and it needs to be looked at as if they would do it across the board for other people in the district. In no way

is the board going to show favoritism to Mr. King just because he is a board member. He will be treated in this situation as a citizen of Mayer. Mr. Jones said he has had people approach him regarding wanting their meters moved closer to their property. Discussion on movement of water meters and what benefit it would have to the district and the cost of the move to the district and the individual making the request.

9. NEW BUSINESS

A. Discussion/possible action on laser printer for billing software
Pam Harbeson explains the reason for the new laser printer to be used with the new software QuickBooks and RVS. Dave Albins made a motion to let Pam get a laser printer, Mike King seconded motion. Board voted/motion carried 4 yea and 0 nay.

Meeting adjourned 9:37pm