

**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**  
**7:00 p.m., December 9, 2004**

**1. CALL TO ORDER**

Board Chairperson Alison Atwater called the meeting to order at 7:00pm

**2. ROLL CALL OF BOARD MEMBERS**

All board members were present.

**3. APPROVAL OF MINUTES**

Dave moved to accept the minutes from the Regular Session with corrections of November 11, 2004, Joanne seconded, Board voted/Motion carried 3 yea 0 nays, 1abstained.

Mike King moved to accept the minutes from the Special Session of November 22, 2004, Joanne Coe seconded, Board voted/Motion carried 4 yea 0 nays

Dave Albins moved to accept the minutes from the Special Session with corrections of December 1, 2004, Joanne Coe seconded, Board voted/Motion carried 4 yea 0 nays

**4. BOARD REPORTS**

- A. Joanne Coe –Joanne found out about when the new officers can start on the board. Joanne did not make it to the water shed meeting. Joanne would like to have the minutes and the agenda sent to all board members together.
- B. Mike King – nothing
- C. Dave Albins – nothing
- D. Alison Atwater – nothing

**5. CALL TO THE PUBLIC**

Frank Soto would like to have the asphalt cleaned off his property at the end of Main Street. He stated that it has never been cleaned up. He said that there is quite a bit. Mr. Albins told Frank that the district maybe able to use it.

## **6. REPORTS AND CORRESPONDENCE**

### **A. Field Manager report**

Dave Albins gave a report on how the quick the wells have come up with the rain and snow. Everything is running real good and the volume of water being pumped is not really high. Dave gave a report on three leaks in town, one on railroad a broken valve, one on Valley View it had been run over by a garbage truck probably a cracked PVC pipe, one broke meter on Main Street. He gave a report on the asphalt being put down on Saguaro. He told the board that he and Dan did it themselves and it saved the district money and the county was happy with it. Dave gave a report on the chlorine in the system and that all the wells are getting chlorine systems on them and that we have had complaints of chlorine being too high but that when tested it is not testing high. He gave a report about the transit line that may need to be addressed in the future. Mr. Albins explained to the board about the emergency plan that he had been working on and the purpose of it. Mr. Albins suggested that we send Mr. William Jones a letter regarding several things that are missing to see if he can help us find them. Mr. Albins told the board that he has been talking to Tom Reed and would like the board to give him permission to talk to Tom Read regarding the line across his property and how to fix it. Board suggested he document everything. Mr. Albins asked the board if they remember how he explained to them about his plan to get a new line to Poland and he showed the board that his dad had plans drawn up already for the exact same place. Mr. Albins told the board that he feels we should revamp the whole back flow system. He said that he has been looking at the way things are going now and he said that it needs to be redone.

### **B. Office Manager Report**

Pam gave a report on the financials. She told the board that she has been going through the files and straightened them up and organizes them. She told the board about the county website that allows us to be able to pull up maps of the properties in Mayer and also that she is putting the parcel numbers with the properties. She told the board that she has done a comparison of last year profit and loss statement to this year and we have improved. The board asked questions.

## **8. OLD BUSINESS**

### **A. Addressing System needs/emergencies while hiring process is ongoing;**

The Emergency plan was a good start and Joanne has called around to see if there are people in the area who would help in an emergency she is waiting for calls back from the people she has called.

### **B. Filling vacant Field Manager Position;**

The board discussed with Mr. Albins if he had been calling people for interviews and he said that he had been calling at night. There was discussion regarding the resumes. Mr. King recommended that maybe we should look at a management company to come in and run the district until we can hire the right guy for the job. There was discussion regarding a management company. The purpose of this is to release Dave from the responsibility of the job.

**C. Landlord/Tenant responsibility for payment of Water Bill;**

Pam told the board that she called PV and she has their ordinances and the form that a landlord has to fill out for a tenant on their property. She told the board that the lady she spoke to told her that the landlord is totally responsible for the payment of the water bill. The board asked Pam to copy the parts out of the ordinances for them and a copy of the form for the renter and they would review for next meeting.

**D. Review of District's long/short term plan, discussion of priorities;**

No discussion at this time.

**E. Employee manual, including policies on Vacation and sick pay;**

Joanne made a motion to make sick days at 10 days a year verses the 12 days we now have, there was discussion. The motion died for the lack of a second. There was discussion regarding this item.

**F. Order a full outside audit of District;**

Joanne has been calling and has two people interested. She told the board it is about \$100.00 an hour. Dave wanted to have someone come and give a presentation. She feels they will be able to. They did say they are getting into tax season.

**9. NEW BUSINESS**

**A. Maggie Long problem with water bill;**

Pam explained that she could not attend that she was in Phoenix and could not be here. Pam told the board she credited her account for the .80 in question.

**B. Addressing office emergency closures;**

Alison told the board about the suggestion made by Pam that maybe we could limit the payment hours from 8:00 to 12:00 and then she would have time to be undisturbed for the rest of the day. Dave Albins told the board he would like to do a step by step deal and that eventually not take any bills at the office. Payments would need to be made through the mail or put in box at office. There was discussion regarding this. Pam is to work on procedure for her job and things that need done daily and things done weekly and monthly.

**C. Filling vacant Board seat;**

No discussion

**D. Nextel Lease**

Dave Albins made a motion to make a counter offer to Nextel to pay the future legal expenses for the negotiation of the contract plus an additional \$2,500.00 up front to cover the money the district has already spent to go forward with the contract, Joanne Coe seconded board voted motion carried 4 yea 0 nay. There was discussion regarding the money that we have already spent on the last lease in attorney fees.

**F. Use of stipend checks and St. Vincent Water Fund Account**

Dave Albins made a motion to discontinue the stipend checks to board members effective immediately, Mike King seconded board vote motion carried 4 yea 0 nay.

Mike King made a motion to adjourn the meeting Dave Albins seconded board voted motion carried 4 yea 0 nay

Meeting adjourned at 10:00 pm