

MAYER DOMESTIC WATER IMPROVEMENT DISTRICT
13193 CENTRAL AVENUE
P.O. BOX 416
MAYER, ARIZONA 86333
520-632-4113

BOARD MEETING MINUTES
January 9, 2001

- 1.) *Chairman Mike Schuhmacher called the meeting to order at 6:30 p.m.*
- 2.) *Chairman of the Board Mike Schuhmacher called the roll and all Board Members were present.*
- 3.) *Chairman of the Board Mike Schuhmacher opened nominations for Chairman of the Board. Mike King nominated Mike Schuhmacher there were no other nominations. Nominations were closed the board voted all were in favor of Mike Schuhmacher as Chairman of the Board. Chairman of the Board Mike Schuhmacher opened nominations for Clerk of the Board. Dick Diffenderfer nominated Duane Hines there were no other nominations. Nominations were closed the board voted all were in favor of Duane Hines as Clerk of the board.*
- 4.) *Dick Diffenderfer made a motion to approve the minutes for the December 14, 2000 Board meeting, Walt Diskin seconded, the Board voted, motion carried. Duane Hines made a motion to approve the minutes for the December 18, 2000 Board meeting, Walt Diskin seconded, the Board voted, motion carried.*
- 5.) **MANAGER/OPERATOR REPORT**
 - A.) *The manager stated he would like to do things a little differently and have each employee report on their individual areas.*
 - B.) *Bobbi Flick asked if there were any questions on the financial. There were no questions but Frank Soto informed the board the District had received a check for \$36,000.00 from American Tower but they still owe \$7,800.00.*
 - C.) *Bobbi Flick informed the board that the District had purchased the new computer and a hard disc backup system for the billing computer. She stated the billing system and accounting system would be backed up every day at closing time and taken home. another copy would be put in the safety deposit box and up dated monthly.*
 - D.) *John Grijalva reported on a pressure problem at the grapevine well. He walked the line but didn't find any leaks. He opened a valve on one of the wells then he adjusted the regulator and it seemed to help the problem*



- E.) *John Grijalva also stated he noticed over the weekend the marker on the Tower Tank was up and stayed up. He wasn't sure what caused the problem other than possibly higher usage than normal.*
- F.) *John Grijalva reported he and Burt Flick checked over the generator that the District purchased from state surplus. They found the generator needed a 12 volt starter and the one they have is a 24 volt. They are looking into a different starter. He also stated possibly transferring the generator and compressor to a trailer the rest is of little use.*
- G.) *John Grijalva informed the board he has been using the new truck but it needs a tune up and a few other things done to it. He also stated he had attached the tool boxes.*
- H.) *The manager stated as soon as the new water truck is done he would like to take the old water truck in for repairs.*
- I.) *Margie Good reported on going to the county to research and record easements.*
- J.) *Margie Good also reported on visiting ADEQ learning about the rules and regulations and WIFA to find out what money is available to the district.*
- K.) *Margie Good stated she had gone to meet Lee Storey and was impressed with how much there is to know about water rights. She also went to RBF Engineering and Bolin Labs.*
- L.) *The manager informed the board that Margie contacted Ben Snyder who has some water rights on the Agua Fria and told him we are interested in this option.*
- M.) *The manager stated there will be a WIFA meeting this month and either He or Margie will try to attend.*
- N.) *The manager reported he and Margie went to the state surplus and purchased a couple of file cabinets and a computer table.*
- O.) *Frank Soto stated the district made a payment to ADEQ and that Margie and He had attended a Senate hearing on the M.A.P. program and that the cost per connection could possibly be lower in the future.*
- P.) *Frank Soto informed the board that the district had a request from the motor cycle shop to put in a hydrant since the fire district requested they put one in. He stated the motor cycle shop may come to the district for a line extension.*
- Q.) *The manager informed the board that American Tower still owes the district \$7,800.00. Margie stated the secretary told her we should have it by next week.*

6.) OLD BUSINESS

- A.) *Mike King asked if sick leave and vacation are covered in the employee manual the board just recently adopted. After discussion Walt Diskin made a motion to table review of the employee manual until next month, Duane Hines seconded, the board voted, motion carried.*
- B.) *The manager stated Margie and He met with the engineers and they are almost finished with the plans on the AZ Step Project. He also stated he, John and Margie have gone over what is left to finish the project. Mike Schuhmacher asked how much money was left. The manager stated it was about \$12,000.00.*
- C.) *The manager informed the board that the metal detector that the District was going to purchase was \$568.00. The board had approved \$500.00 and he needed approval for the additional \$68.00. The board asked what the metal detector would be used for and if it would be of help to the District. The manager stated it would detect many different things that eventually are covered up and hard to find. Walt Diskin made a motion to approve \$568.00 for the purchase of a metal detector, Dick Diffenderfer seconded, the board voted, motion carried.*

7.) NEW BUSINESS

- A.) *The manager presented a list of Future Goals for the district to the board. He stated these are some of the things that need to be done..*
 - 1.) *Complete AZ Step project getting new meters in.*
 - 2.) *Air relief valves in Poland Junction.*
 - 3.) *Easement problems that need resolved.*
 - 4.) *Water storage for the district one half million gallon tank in the future. Some of the tanks are old and could begin to leak.*
 - 5.) *Start working on getting Oakhills well in the system.*
 - 6.) *Acquiring new water sources.*

Dick Diffenderfer made a motion to move to Item D.,E.,F.,G.,H., and I. before Item B. and C., Mike King seconded, the board voted, motion carried.

- D.) *The manager informed the board that Pump Tech took a video tape of the Oakhills Well. The manager recommended the District pump the well and do a water quality test to know if it's all right to bring into the system. He also stated the district could possibly be reimbursed by the CAP fund. The board discussed going to AZ Step for the money to bring the well into the system. The manager stated the cost for materials would be between \$60,000.00 to \$80,000 for materials plus the cost of a backhoe operator and engineering. Walt Diskin made a motion to continue with the Oakhills well testing per the estimate from Pump Tech, Dick Diffenderfer seconded, the board voted, motion carried.*

- E.) *The manager recommended the board authorize Margie Good to be a signer on the district's Community First Checking Account and Yavapai County Warrants Account. Mike King asked if signers must be bonded. The manager stated he thought the district is covered but would check into it. Margie Good said being bonded would not be a problem that she had been bonded before. Dick Diffenderfer made a motion to authorize Margie Good to be a signer on Mayer Domestic Water Improvement District's Community First Checking and Yavapai County Treasurer Warrants, Walt Diskin seconded, the board voted, motion carried.*
- F.) *The manager asked the board to approve Margie Good to research and document the formation and history of the district. Mike King asked to have this put on the agenda in the future for an update. Duane Hines made a motion to direct Margie Good to research and document the formation and history of the district, Dick Diffenderfer seconded, the board voted, motion carried.*
- G.) *The manager informed the board that CLS group provides equipment to American Tower and the carriers on the Tower and they are asking the district to sign a Landlord Subordination Agreement with American Tower that will release the equipment from liens or actions taken against American Tower. The manager stated the district's attorney didn't see a problem with it but the manager recommended the board not sign at this time. The board agreed.*
- H.) *The manager asked the board to transfer his District credit card to Margie Good since she would be taking care of District business. He also stated it may be necessary to apply for a new credit card and cancel his depending on the bank. Walt Diskin made a motion to approve Margie Good as an authorized signer on a District credit card and take Frank Soto off, Dick Diffenderfer seconded, the board voted, motion carried.*
- I.) *Frank Soto informed the board of equipment that he owns that the district has been using. He stated he was willing to sell it to the district. The manager also informed the board that Paul Hines offered to sell his wacker and Bill Roberts has a small dump truck for sale which the district could use for hauling trash or convert to a small water truck. Mike Schuhmacher asked Frank Soto to make a list of equipment he owns and find out how much Paul Hines wants for the wacker and put it on next months agenda.*

Duane Hines made a motion to move back to New Business Item 7B Motion to go into executive session, Mike King seconded, the board voted, motion carried.

The board had a brief discussion on which employees the board would discuss at this board meeting.

- B.) *Duane Hines made a motion to go into executive session, Walt Diskin seconded, the board voted, motion carried.*
- C.) *Duane Hines made a motion to go back to open session and take action on Item 7B, Walt Diskin seconded, the board voted, motion carried.*

Mike Schuhmacher informed Bobbi Flick and Margie Good that because of the length of this board meeting they would put them on next months board meeting agenda.

Walt Diskin made a motion to pay Frank Soto a total of 544 1/4 hours comp time, sick leave, and vacation pay at 16.50 per hour, Duane Hines seconded, the board voted four in favor, Mike King opposed, motion carried.

Mike King made a motion for the district to pay Frank Soto \$800.00 a month as manager, the board voted, motion carried.

Mike King made a motion to guarantee John Grijalva a 40 hour week, one week paid vacation and 8 hour holiday pay with the stipulation John get his certification, Duane Hines seconded, the board voted, motion carried.

8.) PUBLIC COMMENTS

A.) *Mike King thanked Frank Soto for all the hours he took from his own personal life to donate to the District.*

B.) *Dick Diffenderfer stated the board wanted Frank Soto to spend time with John Grijalva teaching him as much as possible.*

C.) *Frank Soto gave the board each a copy of a list of emergency phone numbers.*

9.) ADJOURNMENT

Chairman Mike Schuhmacher adjourned the meeting at 9:10 p.m.