

*Approved
4/3/93*

MAYER DOMESTIC WATER IMPROVEMENT DISTRICT

MAY 6, 1993

Meeting called to order by Bert Teskey at 7:30 pm.

Roll Call: Bert Teskey, Gary Sandy, Walter Diskin, Duane Hines, and Gene Grizzle were present.

MINUTES: Minutes of February 24, 1993 were presented for approval. Duane made motion to approve second by Gene carried unanimously. Minutes of April 1, 1993 were presented for approval. Gary made motion to approve second by Duane carried unanimously.

MANAGERS REPORT: Bill Dunham gave report on financial income and expense statement. Had an expense for plant supplies this month. meter's etc. were purchased. Assets \$36,758. Interest \$4,863. Accounts Receivable running about \$200.00 to \$300.00. Two and one half years ago when the district was started accounts receivable were running about \$2,500.00. Pumping cost \$765.00. Two million two hundred thousand gallons pumped in the month of April. The demand was about 52 gallons a minute. Permission was obtained from Mr. Albins to continue using the storage barn for another six months under the same arrangement we have now, so we have the use of the barn until November 1993. FEMA Funds - The district was granted another \$3,000.00 giving us a total of \$11,000.00 to either repair or move the Grape Vine Line. Permission has been obtained from all parties concerned to move the line up the hill. Deeds for the Cliff and Gate well from Mr. Albins to the District as well as a deed from the District to Mr. Albins for the David well have been recorded with the Yavapai County Records Office. Letter's were sent to all rate payers with just one response.

OLD BUSINESS: Acquisition of well sites: Gary and his brother Ron went to Poland Junction area and wited for two sites. They will work on plotting sites this weekend. Motion by Gene, second by Duane to designate Walt and Gary to make the decision on two 25x25 foot well sites, flag them and contact Mr. Albins and let him know that two sites have been selected. Carried. Mr. Strand asked how deep we had to go to get water. Bert - the aquifer is about 200 feet by Chimney Ranch. Gail - If we get another well in Poland will we still have to pump up to the Poland area? Bert - we would hope not.

Storage Facility: Bert - As Bill reported we do have permission from Mr. Albins to continue using the storage shed we are now using until November. We also have permission from the Board of Supervisors to build a shed on the Park property. We should make a decision in the next two months or so as to what we want to do.

Fire Hydrant Installation/Relative Responsibilities: Frank Soto chairman of the Mayer Fire Board reported he had spoke with Mr. Casey of the Mayer School District in regards to any funding they may be able to help with Mr. Casey still was unsure of any available funds. Motion by Duane second by Gary to hold the fire hydrant business over on to old business for next month. Carried. Walt Diskin abstained from voting on the fire hydrant issue.

NEW BUSINESS: Letter of resignation from Bill Dunham effective October 1, 1993 was read by Bert. There was discussion on how to go about finding someone to replace Bill. Gene asked if Bill had any recommendations. Bill - no I wish I did. Bill did talk to the Water Association and they will keep their ears open. JB suggested Bill write up a job description for manager job as well as field person. Johnnie - what will you need, two or three people? Bert felt just off hand we would need two full time people to replace Bill and JB and Gail and perhaps even some part time help. Johnnie - what about some office space, perhaps you could share space with APS. Bill felt that for the right person working in the home would be fine the billing, posting and financial things could be done in the home. He also suggested grant processing and some of those kind of one time things would be better to be done on a consulting basis. Bill offered to support us in that area. Bill felt it would be best for the town to find someone locally if possible for both positions. JB offered to help until one or both persons could get certified. Bert how are we going to advertise and select these employees? Duane - could Mr. Albins suggest someone. Bill did get in touch with the Albins and they offered the name of one individual which use to be a worker up here however he did say it in jest but other than that, he had no one he could recommend. Bill suggested one person for billing, posting and bookkeeping and one person capable of the field operations, and there is an overlap of meter reading. The district does own a computer and there will probably have to be some programs purchased, as Bill has used his own computer for all of the book work. He has over the years purchased for his own use a number of different programs such as spread sheets etc. which technically cannot go on the districts computer. Some of the records may have to be transferred to a manual system for awhile until a different program or computer are purchased. Gene asked if there was a chance to share a computer with someone. Bill doesn't know of any. Bert - we need to decide on what kind of help we need and what we will pay. Opened for discussion. Bill- JB is making \$13.00 an hour, plus \$60.00 a month automobile allowance, Fred gets \$100.00 a month plus \$25.00 automobile allowance, Bill is paid \$2,400 a month salary no allowances. Frank Soto asked how many meters we have. Bill - there are 450 active meters with a total of 579 actual meters. Duane we need to figure out what qualifications we need before we can do any advertising. Bill - look for a office manager and a field man, either together or separately. JB suggested a man and wife team. Bert was concerned about a man a wife team if one leaves there is a good chance the other would leave also. Frank would strongly discourage a man and wife team due to the experience they have had with the fire department. Bill felt we need two

people plus a consultant to replace he and JB. Bill thinks the board needs to get a little more active in the management of the district. Bert thought a board member should also get certified as well as the office manager. Bill no experience needed for grade one certification but beyond that experience is required. Bert we need a grade two when we reach a 1,000 house persons or using surface water? Bill - yes. At this time DEQ is gaging us at 2.1 or 2.2 persons per meter, so we are just under 1,000. Bert - so within a year we are going to need a grade two operator. Gene - how do we go about getting surface water? Bill - that is something we don't want. Motion by Gene to get the basics on what we need as far as replacements for Bill and JB as soon as possible from Bill, then call a special meeting when we have the requirements in hand. Second by Walt. Carried unanimously.

Comments from the Board: Duane asked if Dingman's meter had been found. Bill contacted Rick Logan and wants him to come and dig it out in JB's presence. Mr. Logan said he would do that.

Comments from the Public: LuAnn wanted to know what is needed to be done to get water to the park. Bill - if the park get's their grant for installation of restrooms they should be able to include the expense of meter installation in with the grant. Bert - we need to discuss this further perhaps at our next board meeting. Bill suggested we pay the library \$19.45 for the use of the building for this meeting as that is the amount allocated for a meeting room per month.

Motion by Walt second by Duane to adjourn. Carried. Meeting adjourned at 8:55.