

**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., October 14, 2004**

1. CALL TO ORDER

Board Clerk Mike King called the meeting to order at 7:02pm

2. ROLL CALL OF BOARD MEMBERS

3 board members were present, Alison Atwater was absent.

3. APPROVAL OF MINUTES

Joanne Coe moved to accept the minutes with corrections from the Regular Session of September 23, 2004, Dave Albins seconded, Board voted/Motion carried 3 yea 0 nays.

4. BOARD REPORTS

- A. Mike King – Thanked both Dave and Joanne for the work they have done for the district in the absence of a water manager.
- B. Dave Albins – Thanked Joanne for all the help she has done in the office and he also thanked Pam for putting up with him in the office.
- C. Alison Atwater – Absent
- D. Joanne Coe – Thanked Dave for all the time he is putting in keeping the water district going.

5. CALL TO THE PUBLIC

Walt Diskin told the board that the chimney ranch well nitrate levels are over the minimum and that he feels it is coming from sewer system that is down there. David Albins responded back to this claim as to the nitrate levels might not be coming from sewer. There was discussion by Mr. Diskin and Mr. Albins as to the problems with the nitrate in the well and where it could be coming from. Walt said that ADEQ has sited us for that area in the past. Dave Albins stated that ADEQ inspected the well and did not shut it down but told Dave to watch this well carefully. Joanne Coe asked Dave Albins if we were able to keep track of this well while we are looking for another manager and he told her that he would explain all of this in his report. She was satisfied with this response.

Mrs. Koddington spoke to the board about wanting to hook up to the Mayer water system out in Poland. She explained that they had just put in a modular home on Ranch and Meadow. Mrs. Koddington thought that we had a water line near her place. Dave Albins asked her had

she ever contacted the board before about this and she said no that she had not. Dave than told her that he would need to go look at the area she was talking about and then he would be able to figure out what her needs would be as far as getting water to her place. Then she could bring it back to the board for their consideration. Mrs. Koddington wanted to know if she could get all the information before she puts down her money and application. Mike King explained to her how line extensions work with the policy of the Mayer Water District. There was discussion on how the procedure works to get a line extension. She was told to go see the Office Manager for the application and payment of fees when she is ready. Mr. Koddington stated that she had tried to contact Billy but he would never call her back. She may want to be on the agenda next month but we will see.

6. REPORTS AND CORRESPONDENCE

A. Field Manager report

Dave Albins told the board that they had a good day today as to the chlorinators on the wells. He told the board that Bill Hernandez who is from black canyon city and a grade three in treatment. Mr. Hernandez came up to the water district and took three samples from three different wells and turned them in to be tested, he did this the first day. Right now we are as up to date as possible and that there is a sample missing from July. Mr. Ablins told how there are 4 problems through out the year that needed to be done and were never done. Mike king asked if they were sampling problems and Mr. Albins answered yes and told the board that ADEQ has them on file and are going to give us time to get them fixed. He stated that they were already working on one of the problems that ADEQ did not have copies of samples that we had taken so we contacted Bradshaw Lab and they faxed the reports to ADEQ. Mr. Albins told the board that we may need to call for confirmation that ADEQ has received our tests. He said that we are responsible for the test results making it to ADEQ. There was discussion regarding this and the board agreed that we should have a system. He explained that he has been investigating into something's in the office because he has noticed that some of the things the water district has purchased are now missing form the office. He said that we are not sure how it will turn out yet as it is still under investigation. He told the board about the welder that is missing. Mr. Albins told the board about talking to one of the suppliers asking him that if we buy certain items from them do we receive gifts from them and the supplier said yes. He told the supplier that they will not do anymore business with this district unless they send a letter stating that they will not send free gifts to us to get our business and that they will give us the same discounts on the items with out the gifts. Mr. Albins said that it had been happening a lot around the district in the past year. He explained about the district buying 2 pair of \$258.00 waders and getting free gifts. Mr. Albins said that he would say no more about it as it is under investigation right now and he needs all the facts before he proceeds. Mike King wanted to know if it was just an internal investigation right now and Mr. Albins said yes that he has not involved the authorities as of yet and he did tell Mike King that he would bring the results to the board to see how they wanted to handle the situation. Mr. Albins told the board that he wants to put on the agenda that a supplier needs a letter stating that we will not get free gifts and that we will get the same discounts that the people who get the gifts do. Mr. Albins told the board that if the gifts do come in the water board should know about them and they

will be the ones that direct the employee as to how they are to be handled. To be put in inventory or given to the employee. Mike King recommended that we make a form letter to send to all the suppliers. Mr. Albins told the board that they cleaned out the area to the sand filter so that it is easier to get to, he told that pump tech put the compressor on the Poland tank that they had already done some work on it but that they were not allowed to complete it as Billy would never get back to them regarding it. This compressor keeps air in the tank to keep pressure in the tank. Mr. Albins told the board that all the pump houses have been rekeyed and that now there are two keys to everything instead of a whole fist full of them, he told the board that we now have chlorination on file in the office and if they liked he could show it to them. Mr. Hernandez is working on the chlorination units. He said that they have been cleaning up around the tanks and that they have been putting the entire pipe in the tower tank and that there was pipe lying outside the tank and it is probably no good anymore. He told about the major leak above the grapevine well and that it is repaired. He discussed the leak on Main and Saguaro that it will be repaired on Tuesday. He let them know that it had been leaking for a year. He told the board that they are organizing the inventory and that some of the things that are of value he is gathering up to sell and get the money for the water district. He said that there was a pipe rack, truck beds and misc other things. He let the board know that the backflow units are installed on the Kerr and Thurman lines. He told the board that they are installing motion light detectors so they are safer and also they are putting lights in the well houses that will come on when the temp drops and then when the temp goes up they will shut off so they stay warm in the winter. He told the board that he is just about ready to take inventory and that then Pam would enter it in on the computer so we can keep track of it. Mr. Albins told the board about the water leak out by the highway that it had been fixed and was the problem the Poland tank was not fill right. He discussed the problems we have been having with people of the town and the backflow letters that went out. He explained the things that they have been doing for the past couple of weeks. He then explained to the board about the J-tube and how to fix them and get them working right according to ADEQ. He said that we are working on the landlord/tenant agreement and that it should be an agenda item. He told the board that the hook up for Stagecoach is still pending and that he needs to look into it and see if the line is big enough to have another meter on it. Mr. Albins told the board about fixing Mr. Spain's pressure problem and that it was a pressure reducer that had been cranked down to far. He talked about putting a pressure reducer on the sand filter line so that if we have to we can push water to Poland it would be possible. He let the board know that we are now using the water districts backhoe and that we had to order the keys to it as we could not locate the keys. Mike King questioned how the wells were doing. Mr. Albins gave a report on the wells. He told the board that there may be a hole in the casing in the Terrell well. They will have to check into that. He gave a report on the Oak Hill well and that it is pumping 9 gallons a minute. Dave gave a report on Jerry Mlynec who we have hired to look over the district until we hire someone. He is out of Peoria and is a grade 4 in distribution and water treatment. He is going to watch the system and he has 30 + years experience. The district will pay \$500.00, \$15.00 hour while up here and \$30.00 trip charge.

B. Office Manager Report

The office manager thanked Dave Albins for teaching her all about the workings of the water system. She told the board all that Dave has been teaching her and how it has helped her so much to now be able to help the community with information. She told the board about looking into a program that we can load all the minutes and agendas into so they can be searched for information that any one may want. She told the board that she is testing a program now for it. She answered questions from the board on the financial reports. Pam explained that the office is running good and that they are getting ready to do the meter readings. She told the board that the meter readings went well last month but that they had to estimate some of them. She let the board know that she will be working on changing how this are filed in the office as there is a better way to do it than how it is done in the past and that Dave Albins agreed with her on the ways things should be filed. Mike King questioned the final checks that were given to James and Billy Pam explained how they were handled and what they were for.

7. OLD BUSINESS

A. Paul Orme presentation on use of Cap Trust Money

Paul introduced himself to the board and handed out papers to the board of the CAP agreement. He explained that the agreement he handed us on the front page explained how the money can be used. He explained that the money can be used to defray the cost of designing, constructing, acquiring or developing an alternative water supply with an amount which includes but not limited to a combined net increase of Mayer's Water System capacity to 332 acre ft per year to replace the CPA allocation. He described the things that will be covered under the agreement testing wells, cost for engineering, design cost for connected with the development and legal expenses. He made recommendations to the board. He told them that he knows one thing they like to see is that you are doing something for long term reliability. He said that he had heard that in the past Mayer had looked into some wells and he knows that the water department had concerns as to their long term reliability. He explained that there is a process that we need to do to get the money. He stated that we need to develop a general plan which could be a variety of things that we want to do. The bank will not release the funds until we have written approval from the dept of water resources. When we get that the bank will release the funds and in 60 days we have to give an accounting as to what we have done with the funds released. The water resource will evaluate the accounting and if they feel we have not used the funds right we will have to pay them back the money. He said that there is a lot of Red tape with this money. Mr. Orme offered to help us with getting the money if we would like him to. There was discussion from the board regarding the general plan and what their options were. Mr. Orme advised that we use the money as soon as possible as the laws are getting tighter and it will be harder for us to be able to use it. There was discussion about the manaria report. Mike King told Mr. Orme that the past concerns about being limited to the amount of water coming out not the quality of water in the well. He asked Mr. Orme on the possibility of getting money to get different well sites. His concern was being held to prove up 100 year water supply. Mr. Orme stated that they in essence want a water supply as big as the Colorado River. He said to come up with a plan that we feel is reasonable and then present it to

there regarding the vehicle usage as to whether the vehicle stays at the office or it goes home with the employee at night and weekends. Also whether salary or hourly is paid to the Field Manager. There was discussion regarding paying salary vs. hourly that there are laws that cover paying someone salary.

H. Overtime pay

No action taken.

I. Purchasing a time clock

Joanne Coe had gotten time clock quotes and she would be willing to go get one. Mike King explained to the board he thought that a time clock was a good idea that he proposed it years ago and it went nowhere he explained his view on the need for one. Mr. Albins said he thought it was good for hourly people. The board decided to wait on purchasing a time clock.

J. Water meters from Albins Amended Agreement between Mayer Water District and Albins dated 8/13/0

No action taken

K. Water service to High Chaparral/Porter line extension

Mike told the board he is still totally against line extensions as of right now and that he wants to see a survey done before we give more line extensions. He said that he thought that the whole High Chaparral item was not done above board. Mr. Albins explained the situation as to how the whole thing went. Pam Harbeson explained what she knew about how this whole thing happened. Mike King wanted this item taken off the agenda.

8. NEW BUSINESS

A. Schedule next special meeting

The board decided to have a meeting on Saturday October 23, 2004 at 10:00am.

B. Employee holiday and vacation

Joanne Coe told the board that she was appalled at the amount of vacation and holiday pay there is. Joanne Coe told the board that she has been checking around at the different businesses as to what holidays they have most of them have 10 days. She said that she feels we need to go to 10 days a year and that it needs to be looked at. Mike explained that what happened with the employee manual and the vacation and sick pay. Mike said he feels that Pam should be compensated to be at the meeting to be the secretary. He said the field manager just gives the report but that Pam takes the minutes and then gets them ready for the books. Pam explained why she takes comp time. Discussion regarding person being in the office during office hours.

Meeting adjourned at 9:15 pm