

**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., September 8, 2005**

**1. CALL TO ORDER**

Board Clerk Ed Matteson called the meeting to order at 6:04 pm

**2. ROLL CALL OF BOARD MEMBERS**

Board members present Ed Matteson, Bob Houser, Mike King and Joanne Coe.

**3. CALL TO THE PUBLIC**

There was no public comment at this meeting.

**4. APPROVAL OF MINUTES**

A. Bob Houser Moved to accept the minutes from the Regular Session of August 11, 2005, and the Special Session of August 15, 2005. Mike King seconded, Board voted/Motion carried, all in favor.

**5. BOARD REPORTS**

(Steve Wene present and Casey Boone present, arrived at 6:05)

- A. Mike King commented on the way things are "looking up" as several of the staff prepare to take the operator certification test.
- B. Bob Houser commented on a Utilities Service Company that will perform a complementary tank inspection.
- C. Joanne Coe commented on the Job Ad.

**6. REPORTS AND CORRESPONDENCE**

**A. Casey Boone Field Manager report**

Casey gave an oral report on the events of the past month along with a written report. He commented on the general maintenance and repairs.

**B. Office Manager Report**

Margie Good submitted a written report on the events of the month and gave an oral report touching on the general events of the month.

**7. VOTE TO GO INTO EXECUTIVE SESSION**

- A. Bob Houser made a motion to go into Executive Session, Mike King seconded, Board voted, motion carried, all in favor.  
Resume Regular Session 7:00 p.m.

Item 9.A of New Business taken out of order:

- A. Election of Board Positions: Mike King made a motion to elect Ed Matteson for Chairman of the Board, Bob Houser seconded, the Board voted, motion carried, 3 yea, 1 nay by Joanne Coe.  
Bob Houser made a motion to elect Joanne Coe for Board Clerk, Mike King seconded, Board voted, motion carried, all in favor.

**8. OLD BUSINESS**

- A. Nextel Lease: Bob Houser moved to have Steve Wene write a letter to American Tower concerning the Nextel Lease, Mike King seconded, Board voted, motion carried, all in favor.  
B. Policy for public records request form: Bob Houser moved to accept the Public Request Form as presented, Joanne Coe seconded, Bob asked that the forms be numbered for year and position in our records, Board voted, motion carried, all in favor.

**9. NEW BUSINESS**

- B. Jerry Mlynek's proposal to Jim Jones: general discussion took place.  
C. Compliance Notice with ADEQ: Bob Houser made a motion to have the letters mailed out, Mike King seconded, Mike commented that had the Board known of the noncompliance issue the Board would have addressed it. Steve Wene commented that he did not know of it either. Board voted, motion carried, all in favor.  
D. Letters Mr. Wene wrote for the District: Mike King made a motion to send the letters to the customers concerned, Bob Houser seconded, Board voted, motion carried, all in favor.  
E. Hydrologist Chuck Dicken's proposal; Joanne Coe moved to go forward with a scope of work in its' first phase, Mike King seconded. The Board discussed that they would like a detailed proposal of the scope of work, time frame being one month. Board voted, motion carried, all in favor. Item to remain on agenda.  
F. Policy and Procedure Manual: discussion took place, Board members to look at first ten items at a time. Bob will take 2 items and Joanne will take 2 or 3, to start updating the manual.  
G. Guidelines for Personnel education: discussion took place, item to remain on agenda.  
H. Jerry Mlynek certification class reimbursement: Bob Houser made a motion to deny request for reimbursement, Mike King seconded, Board voted, motion carried, all in favor.  
I. New meter requests: keep collecting and dating the applications

**10. Adjournment**

Mike King made a motion to adjourn; Joanne Coe seconded board voted, motion carried, all in favor.

Meeting adjourned at 8:14pm