

**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**  
**Special Session**  
**August 21, 2004**

**1. Call to Order**

Board Chairperson Alison Atwater called the meeting to order at 11:10 a.m.

**2. Roll Call of Board Members**

Four Board members were present; Margie Good was absent.

**3. Vote to Go Into Executive Session**

Field Manager Bill Jones requested that the meeting be held in public session.

**4. Review of Field Manager's Performance**

The Board questioned Mr. Jones about a telephone message he had left on Chairperson Atwater's voicemail indicating that he had left his position, as well as other messages he left for her that week which exhibited unprofessional conduct and profanity. Discussion followed in which Mr. Jones explained his motivation for the messages. Board members addressed the issue of Mr. Jones's conduct and discussed possible disciplinary actions. Mr. Jones apologized for his actions and cited his previous job performance reviews, which were favorable.

Chairperson Atwater asked Mr. Jones what he thought would be an appropriate way for the Board to respond to his conduct of that week. Mr. Jones responded that the Board should consider his apology and that he made a mistake. He suggested that the Board might send him home or write him up, but asked not to be fired.

The Board decided to write a letter of reprimand, including specific expectations for Mr. Jones's future conduct, and place the letter in his personnel file. A review was to be conducted after six months.

Discussion followed during which the Board drafted the letter of reprimand.

Joanne Coe made a motion that the Board accept the letter of reprimand to Bill Jones as drafted and that a copy of the letter be placed in his personnel file. Dave Albins seconded the motion. The Board voted, and the motion carried with 4 yea and 0 nay.

**5. Adjournment**

Chairperson Atwater adjourned the meeting at 1:05 p.m.