

## **PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT**

### **BOARD OF DIRECTORS MEETING**

**Thursday, June 19, 2014 at 6:00 pm**

**PSWID Administrative Office**

**6306 W. Hardscrabble Road**

**Pine, AZ 85544**

#### **I. CALL TO ORDER**

Tom Weeks called the meeting to order at 6:01 p.m.

#### **II. PLEDGE OF ALLEGIANCE**

Led by Tom Weeks

#### **III. ROLL CALL OF BOARD MEMBERS**

**IV.** Conducted by Tom Weeks. Board members present: Tom Weeks, Trent McNeeley, Paul Randall, Rus Brock, Richard James, Don Smith and Larry Bagshaw.

#### **V. APPROVAL OF MINUTES**

June 5, 2014 Meeting Don Smith requested that additional information be added to the budget review information in section IX. Approval was tabled until the revisions were complete. Rus Brock motioned that the minutes be amended. Don Smith seconded. The motion was carried unanimously.

#### **VI. CALL TO THE PUBLIC**

1. Windy Quinton of Strawberry voiced her support of the new PSWID Board.
2. Carmen Wailes of Strawberry brought questions about why the water pressure on Coyote Drive was inconsistent, ranging from no water at all to full water pressure. It was proving a great inconvenience.
3. Barry Hoff of Strawberry also voiced concern over the water pressure on Coyote Drive. He had several booster pumps burn out with his attempts to provide water pressure to his residence.
4. Linda Hoff of Strawberry also expressed concern with the water pressure.

#### **VII. REGULAR AGENDA ITEMS:**

- A. Information/Discussion/Action regarding the current operations report from Brad Cole, CH2M Hill. Brad presented power point slides regarding Safety, Capital Projects, Operations activity, and Maintenance. The Master Plan should be ready by the end of June as promised. He covered the water pressure problems that the Hoff and Ms. Wailes were having as part of their current activities in Strawberry and that the problems should have been resolved during that week. Ric Hawthorne of Pine asked for the status of the wells, their locations, capacity, water quality, and pressures.

- B. Information/Discussion/Action regarding the District's monthly financial status from Rebecca Sigeti, District Staff. Rebecca deferred to Rus Brock who presented a Treasurer's report.
- C. Information/Discussion/Action regarding which three Board members will run for election in November for terms beginning 1/1/2015 and running through 12/31/18. Lots were drawn from a hat. Rus Brock, Don Smith, and Tom Weeks will be running for election on the November ballot.
- D. Information/Discussion/Action regarding approval of the contract services for computers & website for Astro Computers starting 7/1/2014 to 6/30/2015 for \$275.00 monthly for server and computer maintenance & \$275.00 monthly for website services. Chairman needs to sign the agreement to start 7/1/2014 which is part of contract. These services provide for all needed computer services for the fiscal year. Pam Mason, Sam Schwalm, and Richard James all expressed concern with the rates. Rus Brock motioned that the board accept the contract on a month by month basis with a 30 day written notice if the service was to be discontinued. Larry Bagshaw seconded. The motion passed unanimously.
- E. Information/Discussion/Action regarding the audit/review to be done by Heinfeld Meech Company for Fiscal Year Ending June 30, 2014. Total price \$13,125.00. Chairman needs to sign the agreement to start the audit, which is part of the budget. Final audit needs to be completed no later than September 30, 2014 and is due to the county by 10/01/2014. Becky Signeti stated that this contract was approved 4 years ago. There was discussion about the cost. Don Smith moved that we accept this contract for this year only and shop it for next year. Larry Bagshaw seconded. The motion passed 6 to 1 with Richard James dissenting.
- F. Information/Discussion/Action regarding the establishment of a Committee of the Board to review, evaluate, search for, and recommend Support Services such as, but not limited to, auditors, engineers, hydrologists, legal service to the Board. Part VI of the Bylaws identifies the process for establishing a Committee of the Board. Rus Brock discussed the necessity of having a support services committee to review upcoming contracts for renewal and to get estimates from vendors. Becky Signeti said she would let the board know of future contract expiration dates 120 days in advance. Rus Brock motioned that the board establish a support services committee. Richard James seconded. The motion carried unanimously. Rus Brock, Paul Randall, Trent McNeeley, Pam Mason, Windy Quinton, and Ric Hawthorne volunteered to be on the committee.
- G. Information/Discussion/Action regarding the procuring of corrosion control for the District's storage tanks. The vendor who attended the June 5 meeting was not in attendance. Brad Cole was assigned to research this and report on it for the July 17, 2014 meeting.
- H. Information/Discussion/Action regarding items that were brought to the board's attention since the last meeting. It was suggested that the board members each become familiar with one part of the water system, so that any public concerns can be addressed quickly.
- I. Information/Discussion/Action regarding agenda items for the next Board Meeting. A work session to review the Master Plan will be scheduled at the time the plan is

received from CH2M Hill. A presentation on the leak repair process with an ongoing report was requested. Also a report of the number of vehicles, their fuel allotments, and expenses was requested.

Don Smith motioned to adjourn, Richard James seconded, and the motion carried unanimously.

DRAFT