

BOARD OF DIRECTORS
PINE/STRAWBERRY WATER IMPROVEMENT DISTRICT
P.O. Box 134 - Pine, Arizona 85544-0134

MINUTES

Special Board Meeting, Thursday, April 4, 2013

1) CALL TO ORDER

Pine-Strawberry Water Improvement District meeting was called to order at 5:00PM by Ray Pugel – Chairman

2) PLEDGE OF ALLEGIANCE

Ray led the Pledge of Allegiance.

3) ROLL CALL

Board Members Present:

| | | |
|-----------------------|-----------------------|-----------|
| Gary Lovetro | Tom Weeks | Ray Pugel |
| Ron Calderon (absent) | Mike Claxton (absent) | |
| Sam Schwalm | Richard Dickinson | |

There was a Quorum 5 of 7 Board Members present.

Also Present:

Brad Cole – CH2MHill District Manager
Beckie Sigeti – Accounting Manager CH2MHill
Dan Torrens – District Legal Counsel

No public attendees present.

4) NEW BUSINESS

- a. Discuss and take possible action related to amending the District Rules and Regulations document. (Resolution No. 03-17-11)

Dan Torrens District legal counsel led the Board discussion. He indicated that prior to the meeting he had received proposed changes to the Rules and Regulations from Beckie Sigeti, Brad Cole, and Sam Schwalm. Dan indicated that the purpose of the meeting is to “streamline” the process to amend the District Rules and Regulations so that the District has a working “rules” document that doesn’t contradict itself or the Arizona State Statutes related to OML and procurement. Dan suggested that he would review proposed changes discussed today and compile that information in a proposed interim document that the Board Members would review and approve at a later meeting.

The proposed changes submitted by Brad and Beckie were discussed first. These proposed changes reflected for the most part changes needed to provide that the document correlates with the way the District does business on a daily basis. Many of Beckie’s proposed changes were based on customer and public input. Brad’s changes focused on bringing the rules more in line with day to day operations by CH2MHill.

Procurement guidelines were discussed. It was pointed out the District does not follow exactly the State guidelines. Dan indicated that the District was free to adopt special guidelines as long as they did not conflict with Arizona State Statutes. This goes for OML as well.

The discussion of changes proposed by Beckie involved clarification of issues related to customers as tenants or home owners. Changes in language related to District "donations" was discussed. Mike Claxton was acknowledged for his idea (from a previous Board meeting) of developing a "share" type program allowing for customers to pay extra on their water bill thereby providing funding to assist those customers on fixed incomes having financial difficulty paying their water bills. This will require some investigation and legal structure but was thought a good idea if possible by all attendees. Dan agreed to research the issue, and draft initial language to be added to the rules document.

There was also discussion of strict adherence by the District to timelines related to installing and removing meters. Beckie indicated that although the rules stated meters would be pulled when the customer is 90 days delinquent in paying their bill. The District has delayed as long a 6 months resulting in significant revenue loss. It was pointed out that most challenges were with tenants not home owners. It was estimated that 35% of customers are tenants.

Issues related to Water Sharing Agreements were also discussed. Sam suggested that wheeling charges should apply to some agreements such as Solitude Trails.

Changes to District procurement policy were also discussed. Brad developed a schematic flow sheet to help understand and describe the District policy. It was suggested his schematic be added to the Rules document as a supplement.

Sam suggested the District follow Roberts Rules of Order during meetings.

Motion that the District should never adopt a strict policy of Roberts Rules of Order – Gary Second – Richard

A discussion followed as to the reasons the District made a conscious effort not to adopt Roberts Rules. Dan pointed out that Roberts Rules were not adopted by Gila County and that some of Roberts Rules were in conflict with Arizona OML. As a result Dan advised the District to continue with current meeting policy. He stated that the current meeting policy of the Board provided for a much more open interaction with the public attendees than that provided by Robert Rules. Since the District has been following a more open meeting format since 2008, Dan indicated no motion was necessary unless there was a motion to adopt Roberts Rules. Gary withdrew his motion.

A ten minute break was taken by the Board and attendees.

The meeting was reconvened at 6:05 PM.

Dan confirmed that he would assemble all proposed changes into a "master" document that can be reviewed by Board Members. Sam submitted an extensive list of requested changes. Dan agreed to meet with Sam to discuss his proposed changes to expedite that portion of the District review. Dan suggested that he would make one document with each individual's proposed changes reflected by a different color so that Board Members could just vote on the changes they wanted. This review of the master document would take place at a future meeting. Ray proposed an additional "Rules Workshop" meeting at which changes could be adopted and a final document could be approved by the Board. This workshop would be scheduled after FY 2013 – '14 Budget meetings.

5) CALL TO PUBLIC FOR NON-AGENDA ITEMS (3 minutes per speaker)

No public attendees. No blue cards submitted.

6) CALL TO ADJOURN

Motion to adjourn – Tom

Second – Richard

Vote 5 – 0 Meeting adjourned at 6:15PM

Reports Available directly from PSWID by request for April 4, 2013

1. *File # PSWID – District Rules and Regulations Documentt- PSWID– 04/04/2013*