

**PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT**

**Special Board Meeting**  
**Wednesday November 11, 2020 at 1:00 p.m.**  
**PSWID Administrative Office**  
**6306 W Hardscrabble Rd.**  
**Pine, AZ 85544**

**1. CALL TO ORDER**

Alan Kleinman called the meeting to order at 1:03 p.m.

**2. PLEDGE OF ALLEGIANCE** Led by Alan Kleinman

**3. PRAYER** Offered by Larry Bagshaw

**4. ROLL CALL OF BOARD MEMBERS**

Conducted by Alan Kleinman: Board members present: Alan Kleinman, Sharon Hillman, David Wilson, and Larry Bagshaw. Forrest McCoy was present via phone. A quorum was present. Robert Arbuthnot and Paul Hendricks were also in attendance.

**5. CALL TO THE PUBLIC**

None

**6. NEW BUSINESS**

**I. DISCUSS AND TAKE POSSIBLE ACTION REGARDING APPOINTING BOARD MEMBERS TO THE PERSONNEL ADVISORY GROUP, WATER ENHANCEMENT COMMITTEE AND SUPPORT SERVICES COMMITTEE.** Alan Kleinman

The district has decided to have a Personnel Advisory Group to deal with all employee grievances as well as other employee matters where needed. This group will be made up of 3 board members including the chairman, vice chairman, and a board member. The details of the group will be included in the Employee Handbook along with procedures for employees to follow. Larry Bagshaw made a motion to approve the Personnel Advisory Group and appoint members Alan Kleinman, Tammy Albright, and David Wilson to the group. Sharon Hillman seconded the motion. The motion carried unanimously.

The Support Services Committee and the Water Enhancement Committee also need additional members. Sharon Hillman moved that David Wilson be appointed to the Support Services Committee. Larry Bagshaw seconded the motion. The motion carried unanimously. David will contact the prior members of the committee to see if they still want to serve on it. Sharon Hillman moved that Larry Bagshaw be appointed to the Water Enhancement Committee. David Wilson seconded the motion. The motion carried unanimously. Forrest McCoy will get the names of the prior committee members to Larry.

**II. DISCUSS AND TAKE POSSIBLE ACTION REGARDING SELECTING THE FIRST USDA FUNDED PROJECTS AND CONSIDER ASSIGNING THE APPROVED**

**PROJECTS TO THE ON-CALL ENGINEERING FIRMS OR HAVE THE PROJECT TEAM DO THE ASSIGNMENTS.** Sharon Hillman/Paul Hendricks.

The WIFA/USDA team met last week to discuss the first phase of USDA projects. The list of those projects is attached at the end of these minutes. The projects in red are the ones that have been selected as the top priority. The three on call engineering firms will need to do a new contract with us in order to get USDA approval to do the work. It was suggested that we use all three firms to work on the priority projects and that we assign the projects as follows: P 6 and P7 be assigned to EPS since they have already completed most of the engineering on these two items. P8 and P9 will be grouped and P 10 and P11 will be grouped and each group will be assigned to either Painted Sky or Sunrise. Forrest McCoy moved that we use three different engineering groups for the projects P6 to P11. Larry Bagshaw seconded the motion. The motion carried unanimously.

It was also discussed that the district needed to get approval from the USDA to use the CMR process instead of the usual design, bid, and build process. David Wilson moved that the district ask the USDA if we can use CMR. Larry Bagshaw seconded the motion. The motion carried unanimously.

**7. IDENTIFY POTENTIAL AGENDA ITEMS FOR THE NEXT SCHEDULED BOARD OF DIRECTORS MEETING ON NOVEMBER 19, 2020.**

- a. Posting for the new board member and general manager. It was decided that since the new board member needs to be seated and sworn in at the January meeting, that the ad in the newspaper should run as soon as possible and the position be posted to the website. The board members at the meeting also thought the general manager position should be included in the ad and also be posted to the website now.
- b. Clarification of the description of residential customers in the Rules and Regulations.
- c. USDA Project 19 –District Wide Water Model.

**8. MOTION TO ADJOURN.** David Wilson moved the meeting be adjourned. Larry Bagshaw seconded the motion. The motion carried unanimously.

We request that the District confirm the first group of projects listed in **Bold Red**:

**Replacing Existing Pipelines**

- P1: Strawberry Creek Foothills/Strawberry Pines - 19,358 LF 6" PVC- **\$3,630,883**
- P2: RW/MME1/MME2/SMH/Fitz - 27,619 LF 6" PVC- **\$5,180,358**
- P3: Strawberry View 3/Shady Lane - 18,851 LF 6" PVC- **\$3,535,788**
- P4: Strawberry View 1 & 2 - 19,847 LF 6" PVC- **\$3,722,603**
- P5: Portals 1 & 2 & 3 - 28,565 LF 6" PVC- **\$5,518,758**
- **P6: Whispering Pines - 2,245 LF 6" PVC- \$421,083 (EPS Survey Complete)**
- **P7: Cool Pines Phase A - 4,167 LF 6" PVC - \$805,064 (EPS Design Complete ATC)**
- **P8: Woodland Heights Phase A - 3,739 LF 6" PVC- \$701,306**
- **P9: Woodland Heights Phase B & C - 11,631 LF 6" PVC- \$2,247,109**
- **P10: Pine Mountain Acres/Pinon - 1,250 LF 6" PVC- \$234,456**
- **P11: White Oak/Cedar Meadows - 2,400 LF 6" PVC- \$450,156**
- P12: Hidden Pines - 2,400 LF 6" PVC- **\$450,156**
- P13: Cimmaron Pines - 6,500 LF 6" PVC- **\$1,219,173**
- P14: Brookview Terrace 1 & 2 - 7,300 LF 6" PVC- **\$1,410,360**
- P15: Strawberry Mountain Shadows 1 & 2/Pine Cove - 25,000 LF 6" PVC- **\$4,689,125**
- P16: Strawberry Mountain Shadows 2 Service Corp Stop - 116 LF 6" PVC- **\$466,233**
- P17: Milk Ranch Tank- **\$305,915**

**Administrative Projects**

- P18: System Wide SCADA -**\$300,000**
- **P19: System Wide Water Model- \$300,000**
- **Installing New Well**
- P20: Strawberry Ranch PZ Deep Well- **\$1,959,571**

The projects listed in **red** total:

**\$421,083**  
**\$805,064**  
**\$701,306**  
**\$2,247,109**  
**\$234,456**  
**\$450,156**  
**\$300,000**  
**\$5,159,174**