

PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT

Special Board Meeting
Wednesday January 13, 2021 at 4:30 p.m.
PSWID Administrative Office
6306 W Hardscrabble Rd.
Pine, AZ 85544

1. CALL TO ORDER

Alan Kleinman called the meeting to order at 4:54 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, Larry Bagshaw, George Gorkowski, Raymond Headings, and Roger Childers. Tammy Albright was present via phone. A quorum was present. Robert Arbuthnot was also in attendance and Riley Snow was present via phone.

5. OATH OF OFFICE Administered by Judge Timothy M. Wright. Sharon Hillman, Larry Bagshaw, George Gorkowski, Roger Childers, and Raymond Headings were sworn into office.

6. ELECTION OF 2021 BOARD OFFICERS At the suggestion of Alan Kleinman, Sharon Hillman moved that the 2021 board officers be the same as the prior board with Alan Kleinman, chair, Tammy Albright, vice chair, Sharon Hillman, treasurer, and Larry Bagshaw, secretary. Tammy Albright seconded the motion. The motion carried unanimously.

7. CALL TO THE PUBLIC None

8. BOARD MEMBER TRAINING SESSION/OPEN MEETING LAWS Alan Kleinman/Riley Snow. This was postponed until the new water board manuals are in for the new board members.

9. NEW BUSINESS

- I. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING DISCUSS AND TAKE POSSIBLE ACTION REGARDING THE SALARY PAY PLAN 2020-2021.** Tammy Albright/Bob Arbuthnot. The Personnel Advisory Committee came up with a salary schedule with steps for the district's employees to create structure for raises. It was presented to the employees earlier in the day. The committee still needs to work on means for promotions and are working on grievance

procedures. Larry Bagshaw moved the board accept the District Pay Policy as written and include it in the employee handbook. Raymond Headings seconded the motion. The motion carried unanimously.

- II. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING THE PREPAYMENTS TO COMPASS BANK.** Sharon Hillman. Since the loan will be paid off with USDA funds, the need to make additional \$200,000 payments as scheduled in the budget no longer exists. Sharon moved that the \$200,000 budget item for the prepayments be released for use elsewhere in the budget. Larry Bagshaw seconded the motion. The motion carried unanimously.

10. OLD BUSINESS

- I. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING NAMING MEMBERS TO THE SUPPORT SERVICES AND WATER ENHANCEMENT COMMITTEES AND TO THE PERSONEL ADVISORY GROUP.** Alan Kleinman. Alan would like to make all the committees into groups to avoid having to post agendas and minutes. Since the committees include members of the public, Riley Snow voiced the opinion that they had to remain committees and adhere to the open meeting laws, especially if board members are involved. Sharon Hillman moved that this be tabled until further investigation into the matter. Larry Bagshaw seconded the motion. The motion carried. The Support Services Committee currently has Sharon Hillman as the lead, Pam Mason, Sam Schwalm, and George Gorkowski as members. The Water Enhancement Committee has Larry Bagshaw as the lead, Sam Schwalm, Alan Kleinman, George Gorkowski, and Windy Quinton as members. The Personel Advisory Group has Tammy Albright as the lead, Alan Kleinman, Raymond Headings, and David Wilson as members. There is also a Construction Management Group (WIFA/USDA) composed of Paul Hendricks, Sharon Hillman, Alan Kleinman, Bob Arbutnot, and Ben Rowe.

11. ADDITIONAL NOTE: Regular Board Meetings will be the 4th Thursday of each month at 4 p.m. during the winter time.

12. MOTION TO ADJOURN. Larry Bagshaw moved the meeting be adjourned. Sharon Hillman seconded the motion. The motion carried unanimously.