

*Meeting Minutes*

**Board of Directors of The American Ranch Domestic Water Improvement District  
January 10, 2018  
10:00 a.m. at  
The American Ranch – Ranch House  
9500 American Ranch Road, Prescott, Arizona**

*District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 3603 Crossings Drive Prescott AZ 86305.*

Call to Order. Present and participating: Bill Yates, Monte Anderson, Brent Matthews, and Cynthia Baker. Jason Gisi absent.

Also present and participating: Bob Hanus, Western Environmental Technologies; Tiffany Taylor, HOAMCO; Jennifer Bartos, District Clerk; Dakota King, Improvement District Services; Mark Kaplin, Rich Gilbert, and Roy Engerhausen, members of the district.

1. Discussion and possible action to elect a Chairman for the 2018 calendar year.

Nomination made to elect Cynthia Baker to the Chairman position.

Nomination made to elect Monte Anderson to the Vice-Chairman position.

Motion: made by Director Yates to approve the nominations. Second by Director Matthews.  
Unanimous Approval.

2. Discussion and possible action regarding the monthly operations report from Bob Hanus of Western Environmental Technologies regarding the operation and maintenance of the water and sewer facilities and status of projects.

Bob gave his report of the status of the water and sewer facility. He stated that, despite the lack of moisture, the water level has held steady.

3. Discussion and possible action regarding the viability of the remote-read meter replacement project.

Bob Hanus discussed working on the remote reader, getting quotes from Neptune and Census. Bob stated that the new meters installed have been Neptune meters, but that the Neptune meter has an issue that it is quite easy to turn the meter off while still receiving water. He has also looked at the possibility of installing Census meters, which are more secure. Chairman Baker asked what meters other municipalities are using, to which Bob responded that some are using Neptune, and some are using Census. Jennifer Bartos asked about the price of the Fix Base option, to which Bob stated that the yearly cost for the server is \$10,000 while the antenna is a one-time \$60,000 cost. Bob stated that he will use the Nomad 1050 to read the meters with the drive-by method. Director Matthews stated that it may be beneficial to look at advancing technology that would be able to notify home-owners in the case of possible leaks. Roy stated that the leak detection occurs if the water meter continues to move throughout a 24-hour period. Jennifer stated that the meter replacement project will be added to the 2018-2019 budget. Bob Hanus stated that the fix base option can be applied later down the road. Roy stated that he is willing to volunteer should the district eventually go with a wireless option. Chairman Baker

asked if there will be any new installations of meters on vacant lots, to which Tiffany stated that there would be. Vice-Chairman Anderson suggested to continue installing iPearl – Census for any new meters until a complete meter replacement will occur. Director Matthews directed Bob to contact the sales representative of the iPearl model to get more information on upgrading to a fix base later. Director Yates stated that he will talk to Rust about the information regarding the new wireless meters as well.

4. Discussion and possible action regarding an update on the Memorandum of Understanding with the American Ranch HOA.

Director Yates stated that he had received an e-mail back from Brad Fain stating that the HOA would “take it under consideration”. Director Matthews stated that he would like to have a discussion with the HOA discussing that the ARDWID does not have the “sole” responsibility with approving permit of wells. Director Baker stated that the DWID must wait for a response from the HOA. Jennifer Bartos stated that the DWID must be the AMA to govern the use of water, which would involve going to the legislature.

5. Discussion and possible action to schedule the AR Board of Directors meetings for the 2018 calendar year.

Dakota reviewed the dates of the meetings of 2018, including January 10, April 11, July 11, and October 10. Unanimous Consent.

6. Discussion and possible action regarding administrative issues to include:

- a) Approve meeting minutes of October 11, 2017;

- b) Approve checks written since October 2017.

Motion: made by Director Matthews to approve the meeting minutes of October 11, 2017 and the checks written since October 2017, second by Director Yates. Unanimous Approval.

**Public Comment Period:** The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.

Tiffany stated that the HOA has a new website in which she would like to include meeting minutes and agendas for the ARDWID. She believes this would include an additional avenue of companionship between the HOA and the DWID.

Jennifer Bartos stated that the ACH debit occurred without a problem. Furthermore, IDS has moved to 3603 Crossings Drive.

Director Yates stated he would like to pursue Director Gisi to see if he still has interest in being on the Board.

Motion: made by Director Yates to adjourn the January 10, 2018 meeting, second by Director Anderson. Unanimous Approval.