

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
August 14, 2019 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 – Cynthia Baker, Liz Mahon, Bill Yates and Roy Engehausen present. Brent Mathew absent.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc.; Bob Hanus, District Operator, Western Environmental Technologies.

1. 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.
The Board would like to have a summary of the well water level included in Bob's report.
Bob said the green liquid that was discharged illegally into the wastewater system did upset the chemical balance in the plant. Jennifer was asked to create a letter for the property owners with suggestions on what can be placed in the sewer system and what penalties could or will occur for future illegal discharge events. Jennifer was also asked to write a letter for Tiffany to hand to builders on the rules and requirements of the District and one to be sent with a meter request or transfer of ownership.
2. Discussion and possible action for a 5-year agreement for a project to replace approximately 72 meters with automated meters and system maintenance: Year 1 \$122,123, Year 2 \$17,343.53, Year 3 \$17,311.03, Year 4 \$18,288.53 and Year 5 \$18,781.03.
This project was approved at an early meeting. It was confirmed that the final contract price will be \$182,306.
3. Discussion and possible action regarding turning off water at properties with leaks and District liability for fire sprinklers.
Jennifer was asked to get the verbiage from the attorney for the customers to sign to hold the District harmless when the water is shut off.
4. Discussion regarding Western Environmental Technologies, Inc. contract.
In the budget change overtime to additional services.
5. Discussion and possible action regarding Board meeting attendance.
6. Discussion and possible action to approve meeting minutes of May 28 and June 26, 2019.
Motion: made by Vice-Chairman Yates to approve the minutes for May 28 and June 26, second by Director Engehausen.
Unanimous Approval
7. Discussion and possible action to approve checks written May 2019 through July 2019.
The Board would like to see explanations on Bob's bill. When the APS bill is high the Board would like to know why.
Motion: made by Director Mahon to approve the checks, second by Director Engehausen.
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.