

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
November 8, 2023 at 10:00 a.m.
The American Ranch – Billiard Room
9500 American Ranch Road, Prescott, AZ

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 – Mark Kaplan, Gerry Breuer, Liz Mahon, David Puglia and Cynthia Baker present.

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, to include:
Bob told the Board that he will create an inventory list of the spare parts on hand.
 - a. The status of the remote metering system,
Bob told the Board that in order to change the contact frequency or quantity of water detected in a leak would require each meter to be reprogrammed individually. Director Puglia will contact Sensus to discuss a possible software modification.
 - b. Murphy's Station road repair and additional connection added,
This item is complete and shall be removed from the agenda.
 - c. The status of the redundancy project,
Bob said that the wiring is complete and he hopes to have the equipment installed in December.
 - d. The wastewater treatment plant effluent discharge permit.
The permit has been approved and the final document should be arriving shortly.
2. Discussion and possible action regarding commercial accounts.
Motion: made by Chairman Kaplan to bill the residential rate to the two commercial accounts, second by Vice-Chair Baker.
Unanimous Approval
3. Discussion and possible action to approve meeting minutes of August 1 and September 29, 2023.
Motion: made by Chairman Kaplan to approve the minutes, second by Director Puglia.
Unanimous Approval
4. Discussion and possible action to approve checks written in July, August, September and October 2023.
Motion: made by Chairman Kaplan to approve the checks, second by Vice-Chair Baker.
4 votes yes / 1 abstain – Mahon

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.