

Special Meeting Minutes  
Board of Directors of The American Ranch Domestic Water Improvement District  
October 2, 2024 at 2:00 p.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 – David Puglia, Mark Kaplan, Liz Mahon, Cynthia Baker and Gerry Breuer present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator and Diana King, District Administrator, Improvement District Services, Inc.; Pat Carpenter and Derek Scott, A Quality Water (AQW); Bob Wolf, property owner.

1. Discussion and possible action regarding the condition of the water and wastewater facilities and the necessary corrections and modifications to be performed.
  - a) Priorities:
    1. Purchase & installation of jockey pump  
The pump has not been replaced yet.  
Motion: made by Chairman Puglia to authorize AQW to arrange for Fever Controls to purchase and install a jockey pump and pressure sustaining valve, not to exceed \$10,000, second by Director Baker.  
Puglia, Kaplan, Mahon and Baker – yes vote / Breuer – no vote
    2. Complete rework of Variable Speed Drives at Booster Station. Fever has given a quote on this work but not sure we need everything in it. Pat would be able to speak to this better than I.  
Fever Controls submitted a \$16,000 quote.  
Motion: made by Chairman Puglia to request a more detailed quote, second by Director Mahon.  
Unanimous Approval
    3. Replace and rewire J box at treatment tank. Quote has been submitted for this work.  
Motion: made by Director Mahon to authorize \$2,990 for this project, second by Chairman Puglia.  
Unanimous Approval
    4. Replace broken mini split AC unit. Quote has been submitted on this.  
Bob Wolfe told the Board that he received a quote to replace the unit.  
Motion: made by Director Mahon to authorize \$3,267, second by Vice-Chair Kaplan.  
Unanimous Approval
  - b) Lower Priority
    1. Shade structure for chemicals on the south side of the waste treatment building.  
Motion: made by Director Mahon to authorize the purchase this container, not to exceed \$1,600,  
second by Vice-Chair Kaplan.  
Unanimous Approval
    2. Con-X for storage of equipment.  
The HOA will provide the storage for equipment.  
Diana was asked to create an Excell spreadsheet that AQW could keep an updated record of inventory.
    3. VFD for WWTP  
Motion: made by Director Mahon to request a price from Fever Controls for a VFD for the wastewater treatment plant blower, second by Director Baker.  
Unanimous Approval

Director Mahon requested that this statement be entered into the Minutes:

The Fever Controls quote stated that a situation is not safe and now that problem has been corrected by Fever Controls.

- c) Status of the Sensus transition. Is AQW now receiving alerts from Sensus? There was a scheduled meeting between AQW and a Sensus rep but we need the current status. The system is now working properly.
  - d) Invoices from Arizona Department of Environmental Quality were going to the Chairman and not to IDS. Diana will be receiving all invoices.
  - e) Alerts from AZ Water Quality Division are going to the Chairman and Spencer at IDE Labs. Is Spencer forwarding these Alerts to AQW? Chairman must be completely out of this loop. Does AQW subcontract the testing to IDE labs? All testing and test results will be handled by AQW staff, not the Chairman or administrative staff.
2. Discussion and possible action to approve the meeting minutes of June 13 and July 10, 2024. Table to November meeting.

**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.