

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District  
November 18, 2022 - 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 – 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 to appoint David Puglia and Liz Mahon to the Board of Directors when terms ending in 2026.  
Motion: made by Vice-Chair Kaplan to appoint David Puglia and Liz Mahon to the Board of Directors, second by Director Breuer.  
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, to include the status of the remote meter project.  
Bob said the systems are working well.
3. Discussion and possible action regarding PFAS testing.  
Bob told the Board that the State will do this testing. The Board requested that the District also test for PFAS.
4. Discussion and possible action regarding the redundancy project.  
Bob said there is no update.
5. Discussion and possible action regarding options for the wastewater treatment plant effluent discharge.  
Motion: made by Director Mahon to approve Western Environmental Technologies submitting the necessary documentation to the ADEQ for the AZDES permit, in an amount not to exceed \$16,000.00, second by Vice-Chair Kaplan.  
Unanimous Approval
6. Discussion and possible action regarding administrative issues to include future meeting agenda items, financial reports, delinquency and customer reports and miscellaneous administrative issues, late fees and budget items. The financial reports were reviewed. Items for a future agenda: fire sprinklers and booster pumps, grinder pump recommended specifications.
7. Discussion and possible action regarding distribution of District funds.  
Motion: made by Director Mahon to place \$180,000 in a 3 month, interest bearing account and \$120,000 in a 6 month interest bearing account at OneAZ Credit Union. Jennifer Bartos, Diana King, Cynthia Baker and Mark Kaplan will be signers on the account. Jennifer Bartos will be the account manager, second by Director Puglia.  
Unanimous Approval

8. Discussion and possible action regarding the Equestrian Center account billing.  
Motion: made by Vice-Chair Kaplan to charge all commercial accounts a flat rate of \$250.00 per month with 80,000 gallon base, second by Director Mahon.  
Unanimous Approval
9. Discussion and possible action to approve checks written in August, September and October 2022.  
Motion: made by Director Puglia to approve the checks, second by Chairperson Baker.  
Unanimous Approval
10. Discussion and possible action to approve meeting minutes of August 10, 2022.  
Motion: made by Director Puglia to approve the minutes, second by Chairperson Baker.  
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.