

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
February 14, 2024 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 and David Puglia present. Liz Mahon and Cynthia Baker 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 to elect a Chairperson and Vice-Chair for the coming year.
Motion: made by Director Kaplan to nominate David Puglia for Chair and Mark Kaplan for Vice-Chair, 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:
 - a. The status of the remote metering system;
Bob said the alarms are now programmed for 72-hour alarm.
Bob has met with Metronix for a possible new remote system. Chairman Puglia spoke with Sensus and determined they will not modify their software without a charge.
 - b. The status of the redundancy project;
Bob said he is still working on this project.
 - c. The wastewater treatment plant effluent discharge permit;
This item is complete
 - d. Exercising valves and manhole maintenance;
Bob said this is done annually.
 - e. Equipment list and replacement costs.Jennifer was asked to add an agenda item regarding storage options for the system facilities.
3. Discussion and possible action regarding a spillway for effluent discharge.
Jennifer was asked to place an item on the next agenda to reconsider why the District charges the Reuse Effluent charge. It was discussed who would pay for the cost of the construction of the spillway, possibly the cost will be shared by the District and the HOA.
Motion: made by Vice-Chair Kaplan to approve the construction of the spillway, second by Chairman Puglia.
Unanimous Approval
4. Discussion and possible action regarding District financial reports and allocation of funds in the accounts with OneAZ.
Motion: made by Chairman Puglia to place the \$122,864.36 funds from the 6-month certificate into a 3-month certificate and authorize a \$30,000 withdrawal from this account to be placed into Capital checking to cover the necessary Capital expenditure, second by Vice-Chairman Kaplan.
Unanimous Approval
5. Discussion and possible action to approve meeting minutes of November 8, 2023.
Motion: made by Chairman Puglia to approve the minutes, second by Vice-Chairman Kaplan.
Unanimous Approval
6. Discussion and possible action to approve checks written in November and December 2023 and January 2024.
Motion: made by Vice-Chairman Kaplan to approve the checks, second by Chairman Puglia.
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.