APPROVED
by board 7-15-2025

HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT DISTRICT
PUBLIC SESSION MINUTES

June 17, 2025

PUBLIC MEETING

1. **Call to Order.**
Chairperson, Mark Schroeder called the PUBLIC MEETING to order at 6:00 p.m. on June 17, 2025

2. **Roll Call.**
Present were Mark Schroeder, Chairperson; Lucetta Richard, Board Member; Melinda Crawford, Board Member; Bill Fisher, Board Member. Jimmy Wilson, Clerk via phone.

3. **Pledge of Allegiance.**

4. **Call to the Public**
No Action.

5. **A. System Operator's Report.**
Operator Don Shed reported by Jacqueline, manager worked on generator, cleaned out 38 meter boxes, Locked a couple meters per customers. Called out to lot 109 regarding digging over water lines with no blue stake. Changed out meter for lot 11 due to possible tamper/bad. meter was basically stuck. Repaired valve at station 1 (well) Shut off lot 64 then turn it on again helped with leak. Did a Blue stake on lot 13A. Call out for lot 241 using our valve. Checking for leaks or broken lines. High water usage.
Operator Jamie Wilson nothing to report on vacation for 3 weeks.

B. Administrative Manager Report.
Jacqueline Moore reported. We have a new rep for ADEQ, Lauren. We upgraded our email to a corporate account. (admin@hhdwid.com) Having a few bumps. Our internet is so bad that we are not able to transfer our emails. When we get off of Frontier, we can get that done. Wirefree came out today to see if we can be serviced. We are good to go. The quotes we got are $102.88a month for Internet, VoIP and Fax, one time cost $259.98 for the phone & Fax ATA. Or $102.88 a month for internet, VoIP & E-Fax, one time cost $139.99 for the phone. Or

B. Administrative Manager Report. cont.
$92.89 for internet, VoIP, no fax. One time cost of $139.99 for the phone. Jacqueline stated that she does not feel we need a fax as it can be scanned and email. Only get trash faxes. Maybe used once or twice. After much discussion Lucetta Richard, board member made a motion to accept purchase option with no fax. ($92.89 a month, one-time cost for $139.99 for phone), Mark Schroeder second the motion. Motion carried unanimously.

6. **Consent Agenda Items:**
Bill fisher made a motion to approve item A-D, Jimmy Wilson second the motion. Motion carried unanimously.

7. **Regular Agenda Items.**

A. **Discussion and possible action re: Increasing amount of W.I.F.A. loan to help pay additional storage tank and possible new line for all pay additional storage tank and possible new line for all three "3" wells to pump directly to storage tank.** Jacqueline Moore, Manager Bill Fisher, Board Member & Lucetta Richard, Board Member sat on the zoom call for WIFA on the approval of loans Our was tabled for the next meeting. (Possibly July, no information as to when) They did not ask us any question. We felt it was tabled quickly. Bill Fisher stated that the people there were dressed nice and were able to speak. The two previous groups were also tabled. One wanted more grant money, the other was for new turf falling under the water conservation. (They had a grant writer). WIFA want to look at the groups under us. Bill Fisher, Board Member stated their point system doesn't make sense. Could we have answered some of the question differently? Jacqueline, Manager reached out to Morgan at WIFA after the zoom call to see if there was anything we needed to do. She stated no. Jacqueline will reach out to Morgan at WIFA and see if we cancel the current loan (no money drawn) if it would put us in a better standing for the new loan? Get some of the 20% in the bucket that's wanted for the loan. Bill Fisher, Board Member, could we do a resolution to showing a rate increase in the future. Since no payment or interest on loan for 3 years. Melinda Crawford board member asked about the recoating on the current tank, if tank was still good. Mark Schroeder stated it was suggested to get it done 3 years ago. Jamie Wilson Operator stated it was suggested in the next 5-7 years. ACCI will be out on July 9, 2025 to check the rods.

B. **Discussion and possible action re: Rates and fees** See above item A. Still no information on the loan. Tabled to July's meeting.

Bill Fisher asked about the PNC Investment account. Term up as January 2025. After much discussion Jacqueline Moore, Manager will call and get some information on the account and what some of our options are for this money. Board also discussed interest on PNC Money Market accounts being low. Jacqueline Moore, Manger to reach out to PNC and get more information on better interest rates.

At this time 6:50pm Lucetta Richard made a motion to adjourn to Executive Session to Address Agenda B. Bill Fisher seconded the Motion. Motion carried.

Reconvened to the public session at 7:22pm.

C. Regular Agenda Items..... continued

Discuss and possible action re: Personnel matters; Annual employee evaluations.
Bill Fisher made a motion to offer holiday pay at 1.5 their hourly rate. There will 7 holidays: New Years, Memorial Day, Easter, Independence Day, Labor Day, Thanksgiving and Christmas. Lucetta Richard, second the motion. Motion carried unanimously.
Bill Fisher made a motion to give Don Shed a 2.5% raise to take effective July 1, 2025. Lucetta Richard, second the motion. Motion carried unanimously.
Bill Fisher made a motion in lieu of a raise for Jacqueline Moore we raise her monthly vehicle allowance from $300.00 to $375.00 a month effective July 1, 2025. Jimmy Wilson, second the motion. Motion carried unanimously.
Bill Fisher made a motion in lieu of a pay raise for Jamie Wilson 35 hours more paid-vacation effective July 1, 2025. Lucetta Richard, second the motion. Motion carried.
Melinda Crawford made a motion for Don Shed hourly rate to be increased by $1.00 an hour for passing Water Distribution II certification to be effective on next payroll. Lucetta Richard, second the motion. Motion carried unanimously.

8. Announcements.

A. Future Meeting Date
The next **Board Meeting** will be **Tuesday, July 15th, 2025** at 6:00 p.m.
Mark Schroeder, Lucetta Richard, Bill Fisher, Jimmy Wilson will be available by Zoom (video call) for July, August & September meetings. Melinda Crawford will be present in office.

B. Future Board Agenda Items

9. Adjournment.

Lucetta Richard made a motion to adjourn at 7:32 p.m. Jimmy Wilson seconded the motion. Motion carried unanimously.

Jacquelin Moore
Administrative Service Manager

Acknowledged…Chairperson or Clerk

7-16-2025
Date