APPROVED
By Board
2-21-23

HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT DISTRICT
PUBLIC SESSION MINUTES

January 17, 2023

PUBLIC HEARING

1. **Call to Order.**
Chairperson, Mark Schroeder called the meeting to order at 6.00 p.m. on January 17, 2023

2. **Roll Call.**
Mark Schroeder, Chairperson, Jimmy Wilson, Clerk; Lucetta Richard, Board Member; and Bill Stellhorn, Board Member. Melinda Crawford, Board Member

3. **Pledge of Allegiance**

4. **Call to the Public for Items not on the Agenda.**
No Action.

5. **A. System Operator's Report.**
Operator Don Shed reported test station is up and working. Lot 43 found blue tape Arlo was digging in the middle of the lot. It was an old pipe from the way old system. All the wells are up 2-4 GPM. They all have been climbing up lately. Producing more in a lot less time. Someone tampered with meter lot 226. Lot 225 and Lot 226 meters are checked daily. The lock nut had been tampered with. Did a set-up on it and it was disturbed. Lot 225 usage was down to 50 gallons in one day. Epoxy the lock, so it can't be tampered with. My feeling is they were taking the meter off and running a hose to where they needed it. Not sure who is tampering with it. Lot 225 uses 30-40 gallons a day when they are gone. Which is only the irrigation. When there he uses 170 to 240 gallons day. Lately it's been 50 gallons, which made me look at the lot next door. Jamie stated that the low usage started over New Years, when he was filling in for Don. After it was fixed the usage went back up. Bill Stellhorn, Board member ask the operators what the blue line on Colorado over to the meter? It's owner of the lot that never built on it. It's not ours. There few spots that need to be re-covered. Mark Schroeder, chairperson if the new test station is being utilized? Don Shed, operator replied, yes.
Operator Jamie Wilson reported big project was just the test site getting up and working. Filled in for Don Shed for a couple days. Did a couple blue stakes.

B. Administrative Manager Report.
Jacqueline Moore reported that the MRDL (Chloring – Drinking water analysis) is completed and emailed to ADEQ. The ADWR Community Water System Report (SWP) due every 5 years was completed. The ADWR Designation Report and ADWR CWS (Community Water System) water provider report are completed. Lucetta Richard came in on January 10, and did her oath of office. The bank (PNC) is requesting that all board members come down to the bank and sign a new signature card. The bank would like a tentative date. After discussion the board member decided to go down on Wednesday January 18 and Thursday January 19, 2023 to get that completed. We needed to purchase some badger meters, we purchased 6 of them, $27 more than they were last time we purchased them in 2021. With a 30-day lead time. We no longer go through Badger to order; we now have to go through Ferguson. Still Badger meters. Got the rate change updated in the system. The lawyer is raising their fees from $265.00an hour to $280.00 an hour. Procorp, the company that got caught stealing water paid their bill.

6. Consent Agenda Items:
Lucetta Richard made a motion to approve items A-E. Jimmy Wilson, seconded 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 three "3" wells to pump directly to storage tank and one "1" chlorination system at the tank. M3 reported that they are working on the piping drawings and should have something issued this week. Trying to wrap up all the drawings approved for construction in the first quarter of this year. WIFA is requesting a new scope of work once M3 is done. M3 will help us find people to do the work.

B. Discussion and possible action re: Vacation time available at end of year. (Rollover to this year? Pay-out?) When to upload for this year. After much discussion vacations will be uploaded at the beginning of each calendar year. All unused vacation time will be paid out on the last check of the year. Will pay out unused vacation on next check (January 31, 2023)

C. Discussion and possible action re: Annual election of Board Chairperson and Clerk. After discussion Mark Schroeder, chairperson suggested that Jimmy Wilson stay on as clerk. Jimmy Wilson, clerk suggested that Mark Schroeder, chairperson stay on as chairperson. All board member agreed unanimously to Mark Schroeder staying as Chairperson and Jimmy Wilson to staying as clerk.

8. Announcements.

A. Future Meeting Date

The next **Board Meeting** will be **Tuesday, February 21st, 2023** at 6:00 p.m.

B. Future Board Agenda Items

Jacqueline Moore, requested that Past Due Assessment Accounts procedure be added to the next meeting agenda. After discussion the board members decided to table, as there is only 2 and 1 property is for sale, the other is deceased and is being handled by family members.

9. Adjournment.

Lucetta Richard made a motion to adjourn at 6:36 p.m. Bill Stellhorn seconded the motion. Motion carried unanimously.

Jacqueline Moore
Administrative Service Manager

Acknowledged…Chairperson or Clerk

2-21-23
Date