APPROVED
By Board 1-16-2023

HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT DISTRICT
PUBLIC SESSION MINUTES

December 19, 2023

PUBLIC MEETING

1. **Call to Order.**
   Chairperson, Mark Schroeder called the PUBLIC MEETING to order at 6:00 p.m. on December 19, 2023.

2. **Roll Call.**
   Present were Mark Schroeder, Chairperson, Jimmy Wilson, Clerk; Lucetta Richard, Board Member and, Bill Stellhorn, Board Member. Melinda Crawford, Board Member was not in attendance.

3. **Pledge of Allegiance.**

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

5. **A. System Operator's Report.**
   Operator Don Shed was not in attendance. Operator Jaime Wilson, reported they started turning valves. Had to put it on hold as Manager was sick and Don is on vacation. Don fixed the CL2 pump the fan went out at well #3. We had 1 in stock and replaced it. Ordered more to have in stock, so we have a backup. All the hydrants painted and had to replace a few signs that were banged up. (Damaged due to the caps being drop) Did a few blue stakes over the last few weeks. Fixed leak over a lot 23, the riser was needing replaced. They have been having several leaks, possibly their Plummer have been using ours to shut the water on and off. Happened after we had read meters.

B. Administrative Manager Report.

Jacqueline Moore reported Business as usual. BAC-T came back clear. Called our rep with ADEQ requesting Don Shed as first operator and Jaime as second operator. They said that it really doesn't matter because it will ding on us, not the operator unless the operator made a huge mistake. I also had John Hazen removed as a certified operator.

We got a call from a neighbor, as they are doing a neighborhood watch and would like to know if we can supply them with a map of the area either with the lot numbers or address on it. I told them I would need to speak with the board.

We (Board & Manager) feel it would be best if they retrieved the information from the county assessor website. This way they can get something more official and stated from the county and not the water district.

Assessment late bills were mailed out. There were 2 that were paid late and only had the late charge of $0.65 that were not mailed, as stamps are $0.66.

6. Consent Agenda Items:

Lucetta Richard 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 three "3" wells to pump directly to storage tank and one "1" chlorination system at the tank.

Jacqueline Moore reported, M3 sent a request for Construction approval to ADEQ that needed to be signed, so I had Mark Schroeder, Chairperson sign so M3 could get that over to ADEQ.

Luis Madrid from M3 called and sent an email from ADEQ regarding the following question that need answered.

1. Please add notes on Construction Plans: NSF 61 for all elements in contact with water (for storage tank coating must be NSF 61 certified); chlorination, disinfection and bacti test; pressure leakage test for elements under pressure; cover for waterline (minimum 3 feet is required for 6-inch line).

2. Please add flood analysis for the installation area to the Design Report.

Regular Agenda Item A... Cont.

3. Please add trench details for 6-inch waterline installation.

4. Please add a note for protection of the air vent and overflow pipe on the tank (minimum 16 mesh screen is requirement); and sample tap on the tank.

5. Please explain the operation of tanks: 1) are they in parallel or in series configuration (are they filled out at the same time or tank1 > tank 2); 2) adjustments to minimize residence time of water before the complete build out.

Luis Madrid (M3) is saying that we need a flood plan analysis which is #2 on the list. He said that they will be sending a new Trending report which is estimating at $10k-$15K more. He said 1, 3 4 and 5 they will be able to take care of pretty quickly. But more hours on their part. None of this was on the original scope of work. It will also contain the pre and post construction permit. (Post is any changes we make during that were not engineered previously that will need to be signed off) They plan on having that trend estimate to us by tomorrow. Mark Schroeder asked if #2 was for the tank or all plumbing. Luis informed us that it was just for the tank site. Mark also stated that he doesn't see $10K-$15K in costs for filling out answers for the 5 questions. Jimmy Wilson, Clerk asked won't ADEQ have that information from when we did the original tank? The current tank is located at 1,646.30 feet. (at the bottom of tank). Mark Schroeder, chairperson stated all this information other than the #2 flood analysis should have already supplied to ADEQ as part of the Engineering drawings. Jaime Wilson, said he already is finding information from the drawings that M3 has supplied us. Bill Stellhorn, board member asked where is 6" water line? Jaime Wilson, Operator stated it is from wells to tank. Single up and the existing line will distribution. Mark Schroeder, chairperson requested we contact ADEQ regarding the information that is being requested and have a meeting with the operators and M3 on the charges. Jacqueline Moore, Manager will send the Trend report to board members as soon as she receives it. Bill Fisher, customer asked if we had any idea of cost? Mark Schroeder, respond not until we get final drawings and plans from M3. This is the last step before we can put this job out for bids.

8. Announcements.

A. Future Meeting Date
The next **Board Meeting** will be **Tuesday, January 16, 2024** at 6:00 p.m.

B. Future Board Agenda Items

9. Adjournment.
Lucetta Richard made a motion to adjourn at 6:41p.m. Jimmy Wilson seconded the motion. Motion carried unanimously.

Jacquelin Moore
Administrative Service Manager

Jimmy Wilson
Acknowledged...Chairperson or Clerk

1-16-2024
Date