APPROVED

HAVASU HEIGHTS DOMESTIC WATER IMPROVEMENT DISTRICT
PUBLIC SESSION MINUTES

July 16, 2024

PUBLIC MEETING

1. **Call to Order.**
   Chairperson, Mark Schroeder called the PUBLIC MEETING to order at 6:00 p.m. on July 16, 2024

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

3. **Pledge of Allegiance.**

4. **Call to the Public**
   Tom Mielke, Public asked if they wanted to volunteer more, like to be on the board how does that work? Is there an election? Is there something coming up? Something you submit? Jimmy Wilson, Clerk and Jacqueline Moore, Manager responded you just missed it. The cut off for the county was July 8, 2024. Jacqueline Moore, manager stated we will not have election for another 2 years. Unless someone leaves or wants off the board. Otherwise it'll be in 2 years. Mark Schroeder stated if you have any questions in the future, Jack (Jacqueline) can answer those or come to a board meeting. Vickie Lebeau, Public I haven't been attending the meetings, but I do want you all to know I really appreciate what you do. And out in the wee hours of the morning. Thank you. Board and employees thanked Vickie.
   Tom Mielke, public asked if it was something that he missed. Is it posted somewhere. I looked on the website, there was nothing on the website. Jacqueline Moore, Manager stated it was mentioned in a meeting that we were going to have two (2) positions opened. County changed the way they do things, so we do not have to put it in the newspaper anymore. Basically, if you come to the meeting you find out about it. They (county) just change the way they do it this year. Tom Mielke, public stated that he went on Mohave County website and could not find anything on there. How do you find this stuff? Jacqueline Moore, Manger responded you come to the meetings. We are a Special District so we would be listed under a Special District. We use to have to put it in the paper but they changed the rule on it this year. Tammy Mielke, Public asked why they changed

Call to the Public…cont

it. Jacqueline Moore, Manager responded I don't know why they changed it. County at the beginning of every year send a sheet that we have to follow, each step we have to do, when we can start collecting nominations and when its finished. Tammy Mielke, public stated but that's the minimum, you can and board can go above and beyond and communicate elections coming up and if you're interested. We announce it in the board meeting that this is coming up unfortunately nobody comes to our board meetings. Very few people come. So, a lot of people don't know about it so we follow the rules county elector tells us we have to follow. Melinda Crawford, Board Member stated we should consider being more communitive on things like the dates of the meetings. Jacqueline Moore, responded that every meeting is on their bill, posted on the website. We can't send out mass emails. Our system can't handle that. Jimmy Wilson, Clerk stated just remember it's the 3rd Tuesday of Month, unless something special comes up. Jacqueline Moore, Manager stated If something changes it's posted at the mail boxes, posted at the office and website. I do try to get the information out there. Tom Mielke, Public said its just frustrating, I want to be more of the process. But had no clue of deadlines with Mohave County stuff and trying to find that, unless you come to an actual meeting. Jacqueline stated she called Mohave County Election and asked if it needed to be post in the neighborhood and they said no. As they come to the meetings they would know about it. I just followed the rules. Like I said if you come to the meeting and if someone is leaving you can always apply also. Melinda Crawford, Board Member stated there are certain things we post on Neighborhood app, Like the office is closed, bills are due as friendly reminders to the public, is meeting dates and election something we should consider in the future for sharing on next door. Jimmy Wilson stated does everyone have next door? I don't. Melinda Respond almost everybody does. Don Shed, Operator stated the problem with next door anytime you do something, like a little thing like the bills, everybody whines. All that was, is a friendly volunteer thing. Tammy Mielke, public stated the friendly volunteer if we are being told about the closures and bills due, something more important about election and opportunity. If we are going to communicate that stuff why not the big stuff. That's kind of my point. Wes Moore, public stated bills are a hot one. They want to know about that. Jacqueline Moore stated I'll do whatever the board wants me to do. Melinda Crawford requested it be on the agenda for next month to consider posting more on the nextdoor app to the public. Because over 80% of our customers are on nextdoor app. It's an easy way to tell them what's going on. Jimmy Wilson, Clerk stated Jack (Jacqueline) is over loaded to be putting all that on her. I was here this week helping her out with stuff. She's over loaded. She's only one person. Melinda Crawford stated it takes 5 minutes, 2 minutes even. Some of thing she does is very helpful to everybody. There are more thing that can be helpful to everybody. Jacqueline Moore, manager asked to add it on the agenda

Call to the public…cont

for next month? Jimmy Wilson stated if she does, she can have it added. Melinda Crawford stated it should. Mark Schroeder, Chairperson asked Just to be clear what are you proposing Melinda that Jacqueline adds meeting dates and that sort of thing on Next Door Neighbor App or what? Melinda Crawford stated it could be in the same message that she sends out bills are due and by the way meeting are. Doesn't have to be a sperate message. Jacqueline Moore stated just keep in mind neighborhood app is no longer just Havasu Heights. Melinda Crawford stated you can post your message to be just Havasu Heights. Jacqueline Moore, respond that's what I do. Other will see it not just Havasu Heights. We do have a website that everybody wanted, then nobody looks at it and post that on the website too. Jimmy Wilson stated we had a group here a couple years ago being pretty pushy about us getting a website and all this stuff on there, we did and those people are no longer at the meeting. Mark Schroeder stated they have not been to a meeting since the website, not one has showed up since. Melinda Crawford stated maybe they look at the website maybe they don't. Vickie Lebeau, public stated she looks at it.

5. **A. System Operator's Report.**

Operator Don Shed reported, Just trying to keep up with the CL2 a lot of problems there. We have only been under a 100K gallons three (3) times in the last two (2) months. Bill (Bill Stellhorn) your trees are dying because you have your water on at the wrong time. Seriously. Everyone is running their water late at night. We jumped up from 45 minutes per foot run to an 1hr 15 minute a foot run. Jacqueline Moore stated we got the electric bills and each well is about $1,000.00 Lucetta Richard stated wow. That's double. Don Shed, Operator stated our time has doubled. We are going to have to get it on the agenda to raise rates or something. We are going to start operating on the wrong side of the line. Mark Schroeder stated Right. Don stated did the testing and took it down to Bullhead. Met with on customer at 162 that had a leak as soon as they turned the garden hose off it disappeared.

Operator, Jamie Wilson reported finding leaks on customers sides. Communicated with Jack (Jacqueline) to let the customer know. Not doing much maintenance due to the heat and the high usage. Mark Schroeder asked no more leaks since last week? Jamie responded no.

B. Administrative Manager Report.
Jacqueline Moore reported. We did the testing for Lead & Copper (10 sites) on July 9th and also the TTHM & HAA5 testing so we are waiting for that to come back. Couple more houses in escrow. All the applications and the required documents have been sent to WIFA. It took a little over a week and me working several hours of overtime to get everything pulled together to get to them together. Mark Schroeder stated I saw how hard you worked on that. I witnessed it with my own eyes. Bac-T came back clear. Bill Stellhorn stated great job.

6. **Consent Agenda Items:**
Bill Stellhorn made a motion to approve item A-D, Melinda Crawford 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.** See Managers report. Mark Schroeder stated Jack (Jacqueline) you reported everything has been turned so now we standby and wait to see what WIFA says. Just waiting for WIFA to get back to us. Jacqueline stated that is correct. Melinda Crawford asked if we still need this on the agenda on any longer. Jacqueline Moore stated until the loan goes through. Melinda Crawford stated the fact that we applied to increase it doesn't close it out. Mark Schroeder stated we need it on the agenda until WIFA approves are loan. What their going to approve and move forward from that. Bill Stellhorn asked if Jacqueline knew how long it going to take? Jacqueline responded I sent everything to them on Monday afternoon and have not heard back from Morgan. She had me drop it into a drop folder and let her know it was there. So she can start looking at it.

Discussion and possible action re: An additional 35 hours vacation for Jamie Wilson. Mark Schroeder stated I myself put that back on the agenda after further thinking about it and reviewing it. I felt that we approved and I know our other employees (Don and Jack (Jacqueline) requested it at the meeting for their annual reviews and it was granted to them. and Jamie did not specifically ask for it and he did specifically ask for the $1.00 an hour for the level 2 operator license and we granted him that. And he got the standard raise like everyone else did. My feeling on

Discussion and possible action re: An additional 35 hours vacation for Jamie Wilson…cont

that was…in spite of the fact he didn't ask for it we gave it to our other 2 employees. And because we are a small company and we all look out for each other. I felt like it is only fair to do the for our other operator (Jamie). The $1.00 an hour for the level 2 operator license really doesn't constitute a raise in anyway. The fact of the matter is we do not have a level 2 operator and since ADEQ has upgraded us to a Level Distribution 2 we need a level 2 operator. Compensating Jamie a $1.00 an hour to fall in the confines what ADEQ has proposed upon us. It's only fair, not to mention its only 15 -18 % of what he should be getting paid. From a level 1 to a level 2. So based on our conversation afterwards and speaking on soft benefits I felt that it was only fair and easy enough to do and quite frankly less expensive. So that was my proposal. And proposed it to be on the agenda for discussion. Melinda Crawford asked if we were up for comment. Mark responded yes. Melinda Crawford stated the $1.00 is economically more to Jamie then a week off. My recommendation still stands. The $1.00 an hour and 5% is more than the cost of living. It's more like 3%. It's more economically beneficial to Jamie then a week off. Something we can consider for next year. I'm good with that too. But will consider it a whole package. I feel like what I recommended was based on the whole package. 5% and a dollar $1.00. the others got 5% and 1week extra vacation. Which is economically less valuable. That's kind of how I feel about it. I also learned in that same meeting that we pay Jamie more hours than he is actually in service. Because of rules that are apparently in place for the city. We are not a large organization to be paying folks for hours. I get it its an agreement with Jamie if he leaves his house, it's two hours or something like that. We are already over paying for the time that Jamie does spend working for our water district. That's my opinion on it for those who care to listen to it. Jimmy Wilson, Clerk stated if you feel like your over paying, I can't vote on this issue. It's an ADEQ issue that you have to have to operate your water district out here. Mark Schroeder stated correct. Jimmy Wilson continued post in the newspaper or wherever try to find someone to come out here and work for what your paying these guys. That calls for a grade two license by the State. See what you get back. If you find someone under $35hr you better take em'. Melinda Crawford stated I did not hear Jamie came back to the board, that Mark reconsidered and wants to put it to vote. Mark responded that is correct. Again, we are a small organization, it's not about fair it's about economical able compensation. Jamie Wilson stated would be fair quit the water company tomorrow. Melinda Crawford responded nobody said you were going to quit Jamie. Jamie stated I'm just saying. Melinda Crawford responded Right? Are you going to quit, are you going to quit if you don't get, yes you could. But so could anybody. Jimmy Wilson stated you can find someone with a grade 2 license. Because I'm not going to let you operate under my license. Melinda Crawford stated yes he could. Can't he speak for himself. Jimmy Wilson stated there are different options. I can't

Discussion and possible action re: An additional 35 hours vacation for Jamie Wilson…cont

vote on this issue. Melinda Crawford stated ok. Jamie Wilson stated it's up to the board. Melinda Crawford stated pardon me, are you saying your going to leave as operator if we don't give you this other week like everybody else got. That could impact the board's decision. That's fine Jamie stated it is up to board if they want to make it fair. You think I'm under paid. But you guys are sleeping at midnight when I'm up at 1, 2, 3 in the morning when Don and I are out or afternoons on Sunday. If were under paid. Melida Crawford stated I didn't say you were under paid. I said if Don goes out for 2 hours we pay him for 2 hours or 45 minutes or 30. If you go out 45 minutes we pay you for two hours. I think you are being fairly compensated. Jamie stated no I don't. Melinda stated That is what I was told last month. Jamie stated I would be shorting myself. Melinda stated that's what I was told that's how it works for the city. So that's how we're getting billed for your time as well. So how are we being billed for your time. Jamie responded because I get up in the morning midnight, 1:30am check the wells Don's up things are read we communicate every morning, most morning we meet go to the wells. Afternoon same thing check everything go see Don or he see me stay in communication. Melinda stated so we are getting billed for the time you actually preform service. Jamie stated If you want to write down, every time she (Jacqueline) asks me to do something I'll start putting 2 hours down. I'm getting shortened. Melinda Crawford stated I don't mean to belabor the point. I'm sharing with you what was told to me. If that's not really what's happening. I'm asking you if you are truly billing just for the time you work or if your rounding it up to an hour or rounding it up to 2 hours. So where did this come from for the city, that's what happens here. I didn't just make it up. Jamie and Jimmy both stated that's the cities policy, not here. Melinda stated I was told that your expectation here as well. Jamie stated I was told that I can't do that here and was agreed to it 4, 5 years ago. If every time she (Jacqueline) asked to go do something, heck ya I'll start putting 2 hours down, I've been shorting myself. Jimmy Wilson stated just so you know, ADEQ requires the license operator has to check in with system every day, 7 days a week. Whoever holds the license, Jamie stated he's not allowed to leave without contacting the state. Jimmy stated a written letter to state before you leave so many nautical miles. You got to notify them. Mark Schroeder stated that they are also being paid for that time that they are investing in that conversation and notification etc. etc is that correct? Jamie stated yep. Mark Schroeder stated the way I understand it that's the way the city work and that may or may not been the way it worked here for the water district in the Heights. However I do know that when someone is on call and gets called out, this I do know is that basically they start their time clock, this what I learned they start their time clock from the time of the call, time of departure, time at the job and the time back. From point A to point B and back to point A, this what we get billed for. That being said I think that's what is happening here and there might have been a misunderstanding on that in my part early on. During these

Discussion and possible action re: An additional 35 hours vacation for Jamie Wilson...cont

conversations. Jamie stated if that's the case Don and I should be getting standby pay also. But we don't do that. Its all an agreement hour for hour what I work. And it is what it is. Jimmy Stated like Jack (Jacqueline) she takes the phone home. Basically agreement. Jack (Jacqueline) doesn't get paid standby either. Everybody is kind of on call here in this operation as a team. Bill Stellhorn thought that they voted on this last week. Board explained that Jamie did not get the 2nd week. Mark Schroeder stated since I put it on the agenda I, myself make a motion that we go ahead and add the additional 2nd week of paid time off equal to the other operator of Don and Jacqueline so we are equal across the board. Lucetta Richard second the motion. Motion carried 3-1, Melinda Crawford voting no and Jimmy Wilson excluding himself from the vote. Mark stated he wanted to apologize for his misunderstanding and that is why it was brought up again today. Seems as if Bill misunderstood too as I did.

8. Announcements.

A. Future Meeting Date

The next **Board Meeting** will be **Tuesday, August 20th, 2024** at 6:00 p.m. Mark Schroeder will call in. Melinda Crawford is tentative.

B. Future Board Agenda Items

What if any information should be shared on Nextdoor App.

9. Adjournment.

Lucetta Richard made a motion to adjourn at 6:34 p.m. Jimmy Wilson seconded the motion. Motion carried unanimously.

Jacquie Moore
Administrative Service Manager

Jimmy Wilson
Acknowledged...Chairperson or Clerk

8-20-2024
Date