

# Mayer Domestic Water Improvement District

## Minutes of Regular Meeting

### March 28, 2024

#### 1. MEETING OPENING

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1.1. CALL TO ORDER 6:00 p.m.

1.2. ROLL CALL OF MEMBERS

**Chairman Kathy King – Present, Clerk Shasta Guthrie – Present, Member Keith Francen – Present via ZOOM, Member Kevin Jones – Present via Phone (phone dropped call and he left the meeting during agenda item 5.3 do not have a record of the time), Member Jacque Burruss – Present via ZOOM**

**Manager Mardi Befort was also present.**

1.3. PLEDGE OF ALLEGIANCE

1.4. COMMENTS FROM THE PUBLIC – **Three members of the public present No comment.**

#### 2. CONSENT AGENDA

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2.1. Approval of January 2024 financials

2.2. Approval of January 25, 2024, Working Session Meeting Minutes

2.3. Approval of February 22, 2024, Regular Meeting Minutes

2.4. Approval of March 9, 2024, Working Session Meeting Minutes

2.5. Approval of March 21, 2024, Special Session Meeting Minutes

**Clerk Guthrie moved to accept the consent agenda, Chairman King, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss – Aye - MOTION PASSED**

#### 3. ADMINISTRATION/STAFF REPORTS

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3.1. Chairman's report **By Chairman King**

**Chairman King stated** Regarding CWAG activities that are coming up I would like to encourage everybody to check into the upcoming meetings that they are having. I think there's one on the 12th of April and it's regarding the impact that wells have on the bigger water system in our areas. Every few weeks there's a new one that applies to conserving. There are a lot of resources and a lot of good information for board members and community people alike. You can go to their website and I will try to get a flyer so you can access what their upcoming agendas are. I'd like to inform the board that we may have a potential special meeting within the next two weeks which will probably be before our next board meeting regarding our contracts for our bids for the big project that we have on Grapevine. Another announcement I have is next meeting I will have paperwork for us to process with the CPA contract. It's getting the finishing touches right now and I will have it for you guys then. At this time I'd like to as part of the chairman's report have Shasta describe our progress on the job opening that we have.

- **Vehicle/Equipment Repair:**
  - **Backhoe:** None
  - **VacTrailer:** Continued with welding week points in the tank.
  - **Work Trucks:** None
- **Projects**
  - **Meter replacement grant:**
    - We installed our first 12 endpoints on March 19<sup>th</sup>, for Ferguson to run their data test with Beacon to make sure the data was where it needed to be in our RVS billing software. I got the go-ahead today to start installing the rest of the endpoints.
    - We received the 5/8"x3/4" meters
    - Starting next week this will be our main focus outside the day-to-day operations.
    - **Deadline: August 2024.**
  - **Sandfilter water line erosion project** – Mobilization date changed to April 22<sup>nd</sup>. The week before they start we will remove the old building. I am waiting for a site visit with the County engineer and the project engineer as to how much if any of the concrete slab needs to be removed. They have not seen the inside of the building yet.
  - **ARPA Grant:** Received the final draft of the engineering plans today. The next meeting with the County for an update is April 2<sup>nd</sup>.
  - **Tank inspections:** Superior Tank Solutions came out and inspected the tanks on March 22<sup>nd</sup>.
  - **PFAS:** ADEQ will be out on April 2<sup>nd</sup> to do further testing in Poland junction to determine if the PFAS is in the well, storage tank, or hydrostatic tank. I was told we are number 38 on the list for grant funding to treat the PFAS.
  - **Cell Tower Tank Site:** The only bid I was able to get for asphalt was from ERC they will be out on April 16<sup>th</sup>. I have a bid from American Fencing already, Davis fencing will be out on the 11<sup>th</sup>. I contacted one other company they did a site visit but have not returned with a bid.
  - **Racetrack Well Bids:** I have not received any bids but I received a phone call today from Gary with ERC. He had some questions, the POD with BLM does not match the engineered plans he wanted to know if the trench, according to the POD, really needed to be 4' wide which is way bigger than needed. Plus the plans show the trench width is less than 36"(3'). According to BLM, the trench can be no wider than 4' wide. He suggested an extension to the deadline to schedule a pre-bid meeting with all of the contractors to make sure they are all on the same page. I told him I would need to ask the Board but at the very least I would try and put him in contact with Mike Rice who can speak to the POD with BLM.
  - **Poland Junction VFD:** With Ed out of commission right now, I had an electrician recommended to me by Congress DWID who came up yesterday to take a look to help us get the electrical portion completed. He is going to review the pumps and drives and get back to me on his plan. He is very familiar with the type of setup and had some great feedback for me.
  - **Chimney Wells** When ADEQ is up here on April 2<sup>nd</sup> they will also be meeting with Chimney Ranch trailer park, they have PFAS in their wells, and ADEQ feels it would be a pretty good guess that we will as well at our Wells. ADEQ would like to see a way for us to work with Chimney Ranch for a combined grant that will be a win/win for the District and the Trailer Park.
  - **No update on Oakhill's or EPA Lead and Copper rule.**
- **Website**
  - In the past 30 days our website has had 368 views and 179 unique visits
- **Financial**



Member Jones asked. Is it figured in the budget for salaries with the new employee that's coming on? Chairman King said Yes, Mardi did say that. Member Jones asked How much money are we going to set aside for that? Chairman King stated she did an industry comparison with the job description that she gave everybody and the starting salary would be \$40,000 for full-time if it's approved. Clerk Guthrie stated We did approve it. Chairman Kings stated I mean if they hire somebody. Ms. Befort stated she did not know if they approved the salary, but to post the job out there. Chairman King stated we talked about it. Clerk Guthrie stated that it was on the job posting Chairman King stated that it was based on industry salary and feedback she received from other people that's pretty low, considering we don't give benefits and don't have retirement. Ms. Befort stated that it would be \$92,000 between the two positions. Chairman King stated that it'll be an important thing for us to have being that we're going to be having to have regular audits and have a little bit more documentation for things.

## **5. NEW BUSINESS ACTION AND DISCUSSION ITEMS**

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### **5.1. Discussion and possible action on water storage tank inspection report and recommended maintenance and repairs.**

Ms. Befort explained after the tank inspections I was supposed to get the reports back today to review with the Board for this meeting. But he was not able to get them completed for me. He did state that we have some urgent items to address. But nothing immediate.

Ms. Befort stated that she could not find any records of any of the tanks being drained and cleaned She could not any records, financially, anything showing that we've ever had that done. The only record was of the Tower tank in 2017 when the tank was drained, sanded, and sandblasted.

Chairman King and Member Jones recall something from 2013 or 2014.

Ms. Befort stated that it is recommended for tanks to be drained and cleaned every three to five. She would recommend this coming year. We put it into the budget. To drain and clean to 2 tanks this year, two tanks the year after that, and 2 tanks the year after that we should then be able to get into a rotation of having one done a year after that. We also need to look at painting all of them. There are some other safety concerns that he found and look at replacing Jacob's tank and Poland's tank coming up.

Chairman King stated that might be a good area for looking into the possibility of some grants.

Ms. Befort stated that most of the grants out there are 50, 50 grants. So we are still going to have to work in the budget to pay for half of it.

As soon as I have the reports, I will get pricing on the recommended repairs. He said for draining and cleaning we are looking at about \$10,000 per tank, he said there's a short window of time for painting because you can't do it when it's too cold or too hot.

### **5.2. Discussion and possible action on financial audit.**

Chairman King stated she requested this be on the agenda and this is just a preliminary thing for board members to think about. We have not had a financial audit for probably nine years. We are probably in line to have that done. She reminded the Board she brought to the Board's attention the recent state legislation that could very well get passed. That's going to require us to do that. She is being proactive, She feels if the board directed her to start finding out information about how much they cost? If I could



Member Francen We don't need that. I agree. That's my opinion. The web page should be enough.

Chairman King stated Yeah, I guess I do too. Thank you. How about a motion to suspend or not?

Member Burruss said well, I make the motion that we get rid of Facebook.

Ms. Befort stated this is one way to be able to communicate with people. Because if the water is out, a lot of people go to social media and it's easier to update social media out in the field than it is to get on the website.

Chairman King stated We have a robocall too.

Ms. Befort stated if you're not in the office, you can't do that if it's after hours and someone's not here to do that. It doesn't take up much of my time because I pre-do everything at the beginning of the month when I update the website. I schedule all of it for the entire month.

Member Burrus stated to Ms. Befort Let it go.

Chairman King stated I'll second. Okay. The motion to suspend the Facebook account for the Mayer District Water District has been moved and seconded.

**Member Burruss moved to get rid of Facebook, Chairman King 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Nay, Member Francen – Aye, Member Burruss – Aye, MOTION PASSED**

Chairman King stated just so you know we can always revisit this at any time in the future if you wish to have it on the agenda.

## **6. ANNOUNCEMENTS**

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**6.1.** The next regular board meeting is Thursday, April 25 at 6:00 p.m.

## **7. ADJOURNMENT**

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**Chairman King moved to adjourn at 6:33 p.m., Member Burruss 2nds, Vote – Chairman King – Aye, Clerk Guthrie – Aye, Member Francen – Aye, Member Jones – Aye, Member Burruss – Aye, MOTION PASSED**

