

Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District
February 28, 2022 - 10:00 a.m. at
The American Ranch – Ranch House
9500 American Ranch Road, Prescott, Arizona

District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 3603 Crossings Drive Prescott AZ 86305.

Call to Order – Cynthia Baker, Mark Kaplan, Liz Mahon and Gerry Breuer present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc.; Bob Hanus, District Operator, Western Environmental Technologies; David Puglia, Property Owner.

1. Discussion and possible action regarding the monthly operations report from Bob Hanus of Western Environmental Technologies regarding the operation and maintenance of the water and sewer facilities and status of projects, to include the status of the remote meter project.
Bob said the treatment plant discharges approximately 9,000 gallons of reuse per day.
2. Discussion and possible action regarding the redundancy project and grant applications.
Director Mahon will speak to the HOA regarding a Conex box for storage of equipment. Bob's estimate for the entire project is \$207,690. Jennifer mentioned the possibility of a WIFA loan. The Board asked for information from WIFA: Balance forgiveness, Interest rate, Timeframe for funding, Timeframe for locking in the rate, will Federal requirements be required. There will be a special meeting held March 23rd at 10:00.
3. Discussion and possible action regarding options for the wastewater treatment plant effluent discharge.
It was discussed that the options may be to discharge into Mint Creek or an injection well.
4. Discussion and possible action regarding administrative issues to include future meeting agenda items, financial reports, delinquency and customer reports and miscellaneous administrative issues, late fees and budget items.
Jennifer told the Board that it is necessary to appoint a Chairperson for the coming year.
Motion: made by Director Mahon to nominate Cynthia Baker for Chair, second by Vice-Chair Kaplan.
Unanimous Approval
Motion: made by Director Mahon to nominate Mark Kaplan for Vice-Chair, second by Chairperson Baker.
Unanimous Approval
5. Discussion and possible action to approve an intergovernmental agreement with Yavapai County for election services.
Motion: made by Director Mahon to approve the agreement, second by Vice-Chair Kaplan.
Unanimous Approval
6. Discussion and possible action to approve checks written in November and December 2021 and January 2022.
Motion: made by Director Mahon to approve the checks, second by Vice-Chair Kaplan.
Unanimous Approval
7. Discussion and possible action to approve meeting minutes of November 10, 2021.
Motion: made by Director Mahon to approve the meeting minutes, second by Director Breuer.
Unanimous Approval
8. Discussion and possible action to appoint a qualified elector to the open position on the Board of Directors.
Jennifer told the Board that in early January, a letter was sent to the property owners announcing the open position and inviting qualified electors to send in a letter of interest to fill the position. She said she received two letters of interest, one from Beth Goettsch and David Puglia.
Motion: made by Chairperson Baker to appoint David Puglia to the open position on the Board, second by Director Mahon.
3 votes yes / Breuer abstained

Public Comment Period: The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.