MINUTES OF PUBLIC MEETING OF THE PONDEROSA PARK DOMESTIC WATER IMPROVEMENT DISTRICT

1) **Call to order and roll call.** Meeting called to order on October 15, 2019, at 6:00 pm. Chairperson Mary Meyers, Board Members Al Jossis, Brad Bean, Steve Ramsey Wayne Grossman.
   a) Recorder: Deanna Jossis
   b) Stuart McLean present on behalf of Southwestern Utility Management. Paul Juhl from Southwestern Utility Management called in.

2) **Public Comments.**
   a) No public comments

3) **Policy Change on Capitalization**
   a) Al made a motion to approve the change in the capitalization policy from $1,000 to $2,500 as discussed in the 6/30/18 board meeting but not formally documented.
   b) Steve seconded. Motion Carried.

4) **Biannual Audit – Alyx Cohan, CPA**
   a) Alex presented the completed audit to the board. Alyx emphasized that the board continues to be responsible for the control environment and financial information even though services have been outsourced. Alyx asked Southwestern Utilities Management representatives about their controls and reporting to the PPDWID board.

5) **Approval of September Minutes.**
   a) Steve moved to approve minutes of last meeting Al seconded.
   b) Motion Passed

6) Financial Review – September Financials were not available for review.

7) **Manager's Report.**

   a) Stuart recommended adding a Levelcon transmitter system to the storage tanks.
      i) Motion to be added to the November meeting for consideration.
      ii) Stuart added, the current security system by B & W was ineffective for several reasons and did not give the District with reasonable service. The service should be terminated – Mary will contact the service provider.
   b) Mary asked that thank levels in rolling months to be added to the monthly report, chart for.
   c) Stuart provided two estimates for the tank read repair per Brad's request.

8) **Old business**
   a) ADEQ – All properties previously testing over trigger limit have been retested, all results show to be under trigger limit
      i) Paul will work with ADEQ to reduce increased monitoring back to Routine.
   b) District vehicles
      i) Backhoe sold - $9,000.00
      ii) Quad sold - $3,300.00
      iii) Truck Lease – Tabled
   c) Tank Report
      i) Tanks are in good condition based on the Suez report.
      ii) Stuart will present cost options for replacement of the plastic blending tank.
      iii) Stuart will also present alternative to the current chlorination system.

9) **New business**
   a) Use of Truck budget on replacement meters

i) Tabled

b) Special Board Compensation
   i) Canceled at Al's request

c) Conference phone/speaker
   i) Mary will select a Bluetooth speaker to be used.

d) **Priority items**
   i) Brad requested bids for road repairs leading to the storage tanks.
   ii) Brad requested the Board consider creating an elections policy.

10) **Executive Session Items.** None.

11) **Chairpersons Forum**

a) At the last meeting a customer had questions regarding PPDWID being in noncompliant with ADEQ. The noncompliant status had nothing to do with water quality. In checking with ADEQ some items had been completed and had not be updated. The compliance forms need to be completed every 5 years, these were due in 2018. Stuart will complete these forms and submit to ADEQ.
b) There were several parts for the backhoe in the Shop. Mary contacted Empire and they will purchase some of these items and give PPDWID a refund of $150. Mary will put the water pump online for sale.
c) Mail is now being forwarded to Southwestern Utility Management.
d) Mary requested that Paul monitor the PPDWID Facebook page as it relates to Utility questions
e) Mary requested that future statements contain information on future BOD meetings.

12) **Regular Agenda Items**

a) Vehicle update – Tabled until November
b) Tank Report – Covered
c) Truck budget for meters – Manger to provide process on meter replacements
   i) Separate prices on configuring for radio read and touch read
d) Special Board Compensation – Tabled until November
e) Discussion to purchase conference phone – Wireless speaker for cell phones approved.
f) Road Repair approved.

13) Adjourned at 7:12 pm.

Ponderosa Park Domestic Water Improvement District

Brad L Brem
Secretary

Date Approved: 11/19/19