

MEETING MINUTES
Pine Creek Canyon Domestic Water Improvement District
P.O. Box 945, Pine AZ 85544

Special Meeting

Date and Time:
Monday July 22, 2024

Telephonic Meeting
Time: 5:00 PM

---DRAFT---

Until approved at a following meeting

The Pine Creek Canyon Domestic Water Improvement District (PCCDWID) met in a Special Meeting as stated above. The meeting was held telephonically. The Board may vote to go into Executive Session on any agenda item for any type of Executive Session indicated below or pursuant to legal advice with the District's attorney (A.R.S. § 38-431.03(A)(3)) on matters as set forth in the agenda item.

1. **CALL TO ORDER** for Special Meeting

The meeting was called to order at 5:03 PM by Chairman Allan Johnson.

Present: Dr. Johnson, Mr. Karr and Mr. Kelly, Mr. McClung and Mr. Crews. Also present, Mr. Jones District Manager, Steve Stevens, Associate District Manager, Susan Thompson and Carri Kelly.

2. **ROLL CALL OF BOARD MEMBERS/DECLARATION OF QUORUM**

Dr. Johnson, Mr. Karr, Mr. Kelly, Mr. McClung and Mr. Crews were all present and a quorum was declared.

3. **CALL TO THE PUBLIC FOR INPUT ON SCHEDULED AGENDA TOPICS**

No Public input.

4. **DISCUSS AND TAKE POSSIBLE ACTION RELATED TO possible approval of vendor replies, proposals, and bids for the Wastewater Treatment Plant Controls Upgrade Project 2024 that had bid openings on July 12, 2024.**

Dr. Johnson requested the District Manager to review the various vendor replies, proposals, and bids received over the last several weeks. Mr. Jones indicated that we did not receive any responses to the required newspaper ads published in the Payson Roundup, but we did have numerous contacts and discussions with a wide variety of potential contractors, electricians, and professional service entities as outlined in the meeting packet sent to all Board members over the last three days. Mr. Jones noted that he had provided each Board member a listing of the various contacts and discussions with potential locals and vendors from out of the area, many too backlogged or short of labor to take on the work. A notable non-bid was Home Depot/Tuff Shed, after detailed building designs and costing, to not be willing to participate because they could not meet the Davis-Bacon requirements for weekly payrolls.

Mr. Jones then indicated no one vendor was interested in doing the full and broad scope of activities involved in the project, so he reviewed each of the individual bid categories and the responses of the various bidders, commenting on the budgeted dollars and the actual bid amounts. Because of the time requirements and the broad nature of the work and the inability to closely define the exact specifications of all the elements of design, electrical component selection, fabrication, and installation

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requirements, many bidders felt like they would need to propose to do the work on a time and material basis. Examples of types of work that were hard to specify exactly what was needing to be done were having to work around numerous shallow pipes and conduit buried when digging trenches for building foundations, to determining the exact number of trees to remove around the pond and how to locate equipment to do that work because of new guard rails along the highway limiting access, etc. Mr. Jones did comment that the electrical work was all hard bids, as was the pond management consulting agreement, the legal fees, the newspaper ads, and the engineering signatures required for the various draw requests.

Each of the Board members asked various questions for clarification related to timing and order of work, reliability of the vendors, length of the project, and how total expected costs compared to the budgets as outlined on Exhibit C. Mr. Jones noted that his expectation was that total costs for WIFA reimbursement would likely be about \$121,000, out of the approved WIFA budget of \$123,000. After handling all questions, Dr. Johnson requested a motion be made. Mr. Crews made a motion to approve the vendor quotes and related expenses for the WASTEWATER TREATMENT PLANT CONTROLS AND FACILITY UPGRADE PROJECT 2024 as submitted by the general manager. Mr. Karr seconded this motion. All say Aye. None say Nay. The motion is passed.

7. MOTION TO ADJOURN

The meeting adjourned at 5:28 PM.

CALL TO THE PUBLIC: Those wishing to address the District during the meeting for issues within the Board's jurisdiction need not request permission in advance, but they should indicate their desire to address the Board on the sign-in guest register provided. During this meeting, the Board is permitted to discuss and possibly take action for public comments related to topics listed on this agenda. Because of the restrictions of the open meeting laws, the PCCDWID Board is not permitted to discuss, or take action on any item raised in the call to the public that are not on this agenda; however, individual Board members may respond to criticism directed to them. Otherwise, for topics not on this agenda, the Board may direct that staff review the matter or that the matter be placed on a future agenda. The Chairman of the meeting may limit the number and length of public comments in order to maintain a reasonable meeting schedule.

PERSONS WITH DISABILITIES: If any disabled person needs any type of accommodation, please notify the PCCDWID prior to the schedule meeting time. 928-476-2260.

EXECUTIVE SESSIONS: After voting to do so, the Board may go into executive session at any time during this scheduled meeting for consideration of items included on the above agenda if the topics to be discussed meet the requirements of ARS 38.431.02 (a), (1), (3) and/or (5). Additionally, the Board may, during this meeting call for an executive session to be held at a future time after this meeting. Per ARS 38.431.03, executive sessions are closed to the public and only the following seven category topics are permitted to be discussed: 1) Personnel Matters; 2) Discussion of Confidential Records; 3) Legal Advice from attorney; 4) Litigation, Contract Negotiations, and Settlement Discussions with attorney; 5) Discussions with designated Representatives Regarding Salary Negotiations; 6) International, Interstate and Tribal Negotiations; and 7) Purchase, Sale or Lease of Real Property; 8) Discussion of school safety programs; and 9) Discussion related to security of the facilities, information technology, and records storage.

By: _____ Acting for the Board of Directors

Posted as of: _____ M.