

MINUTES
PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT
PO Box 945, Pine, AZ 85544
June 15, 2019

Regular Meeting
Date: Saturday, June 15, 2019
Place: Pine Strawberry Fire Dept. 6306 W. Hardscrabble Mesa Rd.
Pine, Arizona 85544
For conference call-in
Teleconference Number 1-877-594-8353, Participant Passcode 20932491#
Phone in participants will be placed on hold listening to music until the
Chairperson joins the meeting
Time: 9:00 AM

DRAFT
Until approved at a future meeting

1. CALL ORDER

The meeting was called to order at 9:05 AM by Chairman Allan Johnson.

2. ROLL CALL OF BOARD MEMBERS/DECLARATION OF QUORUM

Present - Jim Crews, Allan Johnson, Bill McClung, and Robert Langley. Dave Karr was present via telephone. Harry Jones, District Manager was present via telephone. Others Present, Pat Watson, Administrative Assistant
A quorum is declared.

3. CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING HELD ON

- a. March 16, 2019 Regular Meeting**
- b. April 20, 2019 Special Meeting**
- c. April 26, 2019 Special Meeting**

Mr. McClung moved to accept the Minutes of all meetings listed above. Mr. Langley seconded. Roll Call: Mr. Crews, Dr. Johnson, Mr. Langley, Mr. Karr and Mr. McClung. All say Aye. None say Nay. Motion Passed.

4. ADJOURN TO BUDGET/RATE HEARING – No Public in Attendance.

The meeting was adjourned for the Budget/Rate Hearing at 9:10 AM.
Mr. Crews stated there will be no change in the Property Tax. It remains at \$90,000. The Rate and Fee Schedule will stay the same. There is \$30,000 allocated for Capital Asset Replacement Reserves.

5. RECONVENE REGULAR BOARD MEETING AT 9:15 AM.

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6. **DISCUSS AND TAKE POSSIBLE ACTION RELATED TO THE 2019-2020 PROPOSED BUDGET, RATES AND FEES.**

Mr. Crews moved to accept the Budget and Rate and Fee Schedule as published. Mr. Langley seconded. All vote Aye. None Vote Nay. Motion passed.

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

There was no public in attendance.

8. **REPORTS**

a. **Treasurer's Report**

i. **Balance Sheet**

Mr. Crews reported the numbers are right on budget.

ii. **Revenues and Expenses**

Mr. Crews reported asked Harry Jones about the difference in water hookups versus sewer hookups. Mr. Jones stated that there was a property using water but not yet hooked up for sewer service. Depreciation is off due to capitalizing work done on the Wastewater Treatment Plant and the Shallow Well Project.

iii. **Budget vs. Actual Comparison**

Mr. Crews stated we are under expense budget by about \$11,000 and over budget \$11,000 on the expenses on the water depreciation

iv. **Check Registers/Cash Disbursements for last three months (vote of Board required)**

Mr. Crews moved to approve the check register. Mr. Langley seconded. All vote Aye, None vote Nay. Motion Passed.

b. **District Manager's Report**

i. **Depth to water in wells**

Mr. Jones reported the depth to water near normal at the deep well. The shallow well had gained 9' in April, due to more than normal rain and snow, but it lost 5' last month, back to normal levels.

ii. **Water Usage**

Water usage in May was about 60% of prior May due to more than normal snow and rain.

iii. **Sale of Excess Water**

Mr. Jones presented additional information on his recent discussion with the PSWID District Manager. Her suggested PCCDWID not spend any more time discussing water sales to PSWID in the near future because they are not ready to proceed and think they have adequate resources available.

iv. **Consumer Confidence Report**

The CCR Report has been filed with ADEQ after a minor correction was made.

v. **Recruit and prepare to appoint a new Board Member**

Mr. Jones suggested we wait on recruitment of a replacement Board Member and Mr. Langley agreed to notify the Board on timing once he sees more definite action on the sale of his home.

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vi. Status of Recent and current Projects

- (a) Deep well upgrade is complete
- (b) Shallow well upgrade is complete
- (c) Building painting and insulation is now complete
- (d) Upgrade of WWTP is complete. All went well
- (e) Tank will be inspected to make sure our interior coat from five years ago is holding up.
- (f) They have six homes sold in Elk Rim, including lot B-3. Three are already being billed for monthly water and sewer fees.
- (g) The new computer is installed and data has been transferred. The old Computer has been installed on the District Manager's desk for word processing and e-mail functions.

9. DISCUSS AND TAKE POSSIBLE ACTION RELATED to continued engagement of Heinfeld Meech, CPA, to perform the June 30, 2019 Annual Financial Review including a comparison of years table. Mr. Crews moved to authorize Harry Jones, District Manager, to sign the engagement letter to Heinfeld Meech, CPA. Mr. McClung seconded. All vote Aye. None Vote Nay. Motion passed.

10. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS
There was not public in attendance.

11. CONFIRM ESTABLISHED DATES OF THE NEXT BOARD OF DIRECTORS MEETINGS TO BE HELD:
September 21, 2019
December 21, 2019
March 21, 2020
June 20, 2020
September 19, 2020
December 19, 2020

12. MOTION TO ADJOURN.
Mr. Langley moved to adjourn the meeting. Mr. McClung seconded. All vote Aye. The meeting was adjourned at 9:55 AM.

Submitted By: _____ *Posted as of* _____ M