

# PORTER CREEK DOMESTIC WATER IMPROVEMENT DISTRICT

Board meeting minutes

April 19th, 2023

Lakeside, AZ

Chairman, Robert Hansen, Vice Chairman, Jeff Wood, Patricia Volpe, Secretary and Dan Hawkins, Board Member present.

1. Meeting was called to order at 6:43 PM.
2. Confirmation of quorum.
3. Call the public
4. Minutes for February's meeting were read and approved.
5. Bank statements were reviewed.
6. The aging report was reviewed. There are no disconnects reported.
7. Operations report

The system is up and running fine. Barry stated there were some issues regarding reading the meters from the easements to private property. There are four accounts that are denying access to the meters. The Board discussed options that they could use to assist the meter readers. A motion was made to contact Stephanie and see if she has a letter from the County Attorney stating meter readers do have undeniable permission to access meters on private property, also to send a letter to the property owners citing A.R.S. on easements. Motion passed. The Secretary suggested a disclosure statement be added to the service contract that property owners accept and acknowledge Porter Creek Domestic Water Improvement Districts Rules and Regulations. To be discussed at the next Board meeting. The Operations manager stated if there is an emergency the crew will access the property by whatever means to accomplish the mission. Vice Chairman suggested to use law enforcement if necessary.

Barry Harville's contract is up for review. Barry proposed a 3% increase annually over the next 5 years to his current fee. Vice Chairman made a motion that effective May 1, 2023, the operations manager will receive a 4% increase for the first year and a 3% increase each year thereafter. Motion passed and Barry will draw up the contract for signatures.

## **8. Old Business**

Joe Jarvise is waiting for the engineers to complete their work before going forward on the Wiffa project.

The secretary reported Article I through III is completed on the amended Rules and Regulations.

The service agreement was tabled.

No applicates for the vacant Board member seat.

## **9. New Business.**

New projects projected for the year were tabled.

**10. Announcements:** The next regular scheduled Board meeting will be held on 17, 2023 at 6:30 p.m. At The Blue Ridge School District office. 1200 W. White Mountain Blvd. Lakeside, Az 85929.

**11. Adjournment.** 4:41 p.m.

The Board reserves the right in accordance with A.R.S. 238-043.5 to adjourn into Executive session when needed. Agenda item may be addressed in any order by the Chairman and all items may result in Board action.

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Robert Hansen, Chairman

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Jeff Wood, Vice Chairman

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Patricia Volpe, Secretary

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Dan Hawkins, Board Member