

## MINUTES

### PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT

PO Box 945, Pine, AZ 85544

December 15, 2018

#### Regular Meeting

Date: Saturday, December 15, 2018

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 9:00 AM by Chairman Allan Johnson.

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

Present - Allan Johnson, Bill McClung, and Robert Langley and Dave Karr and Jim Crews. Others Present: Harry Jones, District Manager, Pat Watson, Admin. Asst. and Tom Jones, Resident. A quorum is declared.

#### 3. **CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING HELD ON September 15, 2018 and November 109, 2018.**

Mr. Langley moved to accept the Minutes for the September 15, 2018 and November 19, 2018 meetings. Mr. Karr seconded. Roll Call: Mr. Crews, Dr. Johnson, Mr. Langley, Mr. Karr and Mr. McClung. All say Aye. None say Nay. Motion Passed.

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

There was no public input.

#### 5. **REPORTS**

##### a. **Treasurer's Report**

##### i. **Balance Sheet**

Mr. Crews reported our cash position is good with over \$158K in unrestricted cash and reserves plus \$64K of WIFA Debt Service and replacement reserves.

##### ii. **Revenues and Expenses**

Mr. Crews reported operation revenues are right on budget and expenses are under budget by \$17K.

##### iii. **Budget vs. Actual Comparison**

Mr. Crews indicated a positive \$45,000 cash flow.

## MINUTES

### PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT

PO Box 945, Pine, AZ 85544

December 15, 2018

- iv. Check Registers/Cash Disbursements for last three months (vote of Board required)  
Mr. McClung moved to approve the check register. Mr. Karr seconded. All vote Aye, None vote Nay. Motion Passed.

#### **b. District Manager's Report**

##### **i. Depth to water in wells**

Mr. Jones reported the deep well static level was at 1341.7 feet within one foot of its original level from 2010. The shallow well was at 294.6 feet compared to 285.4 feet in 2010.

##### **ii. Water Usage**

Water usage was 154,990 gallons, about the same as the prior three years. He noted unaccounted water loss percentages were about equal to the prior six months.

##### **iii. PRV Upgrade Project Status**

Project complete and successful with water losses reduced significantly with this completion of the PRV project.

##### **iv. Status of Elk Rim (B-1 B-2) Development**

Project complete and PCCDWID has taken title to the new water and sewer assets.

##### **v. Status of Deep Well Upgrade**

Project complete and pumping 50-51 gpm.

##### **vi. Potential upgrades to the WWTP processing infrastructure, shallow well, and weed control for the WWTP.**

Due to the strong cash position, Mr. Crews moved to authorize Harry Jones, District Manager, to process the upgrade for the WWTP with a cap of \$30,000 and also to authorize Harry Jones, District Manager to process the upgrade to the Shallow Well for up to \$20,000. Mr. Karr seconded the motion. All say Aye. None say Nay.

After Inspection of the percolation and evaporation pond, Mr. Jones recommended that any weed control efforts be delayed for another year since the pond continues to work effectively.

##### **vii. Potential sale of excess water to others**

There has been no response from inquiries to PSWID regarding possible sale of water to them. Mr. Langley suggested we put the item on the Agenda for the March 2019 meeting to set a price for the bulk sale of water to others.

##### **viii. Submission of 2019 oaths of office to Gila County**

The Oaths of Office for Mr. McClung, Dr. Johnson and Mr. Karr were collected. The Certificates of Election for the new Board members were presented to them by Harry Jones, District Manager.

MINUTES

PINE CREEK CANYON DOMESTIC WATER IMPROVEMENT DISTRICT

PO Box 945, Pine, AZ 85544

December 15, 2018

**6. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO Election of Officers to the Board of Directors for the calendar year 2019.**

After a brief discussion, Mr. Langley moved to appoint the officers: Dr. Johnson as Chairman, Mr. McClung as Secretary and Mr. Crews as Treasurer. Mr. Crews seconded. All say Aye. None say Nay. Motion approved.

**7. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO acceptance of the Annual CPA Financial Statement Review Report.**

Mr. McClung suggested a two year comparison for the next CPA Review Report. After discussion, Mr. McClung moved to have the next review report include a two year comparison. Mr. Langley seconded. All Say Aye. None say Nay. Motion passed.

**8. DISCUSS AND TAKE POSSIBLE ACTION RELATED TO Board approval to enter into an annual line of Credit Funding agreement with J.P. Morgan/Chase Bank to be able to take advances of up to 45% against the 2018-2019 property tax collections, only if funds are needed for emergencies and only after Board Approval.**

Mr. Crews moved to authorize Harry Jones, District Manager to sign the agreement. Mr. Langley seconded. All say Aye. None say Nay. Motioned passed.

**9. CALL TO THE PUBLIC FOR NON-AGENDA ITEMS RELATED TO DISTRICT AFFAIRS**

Mr. Tom Jones suggested PCCDWID consider moving their Bulletin Board to a location with easier access.

He also suggested PCCDWID clean up the road debris left when the PS Fire Department checked the hydrants in the District. Mr. Jones stated that the problem is being addressed.

**10 CONFIRM ESTABLISHED DATE AND DESIRED TOPICS FOR THE NEXT BOARD OF DIRECTOR'S MEETING.**

The next scheduled meeting of the Board of Directors will be March 16, 2019.

**10. MOTION TO ADJOURN.**

Mr. Crews moved to adjourn the meeting. Dr. Johnson seconded. All say Aye. None say Nay. The meeting adjourned at 10:14 AM

Submitted By: \_\_\_\_\_