

Rim Trail Domestic Water Improvement District Board Meeting Minutes

Date: December 12, 2024

Location: Virtual (MS Teams)

DRAFT (until approved at next Board Meeting)

1. Roll was called – Chairman Will Regg (WR), Vice Chairman JT Driscoll (JTD), Treasurer Ray Tanner (RT), Secretary John Tanner (JT), and Parliamentarian Jeff Manley (JM) were present and a quorum was established.

2. The meeting was called to order at 6:14 PM by Chairman Will Regg

Dan Utz (DU), District Water Operator, was in attendance.

Public attendance included Harry Jones, Buddy Rice, Tracy Clapham, Christine Webber, Joellen Tenison, Jay Tenison, and Jesse Richardson,

3. Approval of minutes for the previous meeting. With no comments from the Board, JM motioned to accept the minutes from November 14, 2024 as presented. RT seconded.

A vote was taken to accept the minutes as stated. It passed unanimously.

4. Reports:

Treasurer: (RT).

The District website has been updated and now contains all of the financial reports, P&L, and the balance sheet with comparison to 2023 through November 2024. All financial reporting is completely up to date.

Total administrative expenses were \$62,132. That is less than budgeted due to not having a district manager on payroll. \$85,136 behind budget or less than budget.

Total expenses for the water operations were \$24,647, also under budget.

Net income through November is \$56,193.00, which is \$11,115.00 over budget.

Currently the district has \$117,477 in the bank compared to \$67,854 at this time last year. A big part of why it's so much different is we had money invested in the water storage tanks went up on Whitetail Knob, which are paid for those at this point in time.

Operator: (DU)

WATER DISTRICT ACTIVITY

Production

Nov 1 - Nov 30 232,179 Gallons produced.
 Sept 30 - Nov 1 295,271 gallons produced.
 Aug 31-Sept 30 285,813 gallons produced.
 Jul 31 - Aug 30 272,477 gallons produced.
 Jun 29 - Jul 31, 302,438 gallons produced.
 June 1 -29, 295,484 gallons produced.
 May 1-31, 257,557 gallons produced.
 April 1-30 243,593 gallons produced.

Reservoirs are full and Wells 2 & 3 are currently off. Well 4 is set on a schedule to produce 4400 GPD, down from 5400 GPD in October. I will rest Well 4 next week.

There was a leak at 483 N Rim Trail Rd, I turned off the water and notified the homeowner.

Projects for RTDWID

Kacy Parker will be doing some pot holing on Belluzzi Friday morning to determine the scope of work needed for Belluzzi/Rim Trail Rd infrastructure improvement.

Future Projects for RTDWID

We have quotes from Automation Electric and N-Lite-N for a SCADA system.

	Production Nov --30	Static water depth Jul 11	Static water depth Jul 25	Static water depth Aug 29	Static water depth Oct 12	Static water depth Dec 5
Well 2	69,261 Gal, 2500 gpd	24'	26'6"	25'	25'5"	26'1"
Well 3	38,700G al	50'6"	43'	50'2"	49'1"	49'
Well 4	124,218 gal	75'9"	76'1"	77'6"	78'9"	81'5"

RT inquired about the final installation of the e-meters. DU reported that there were 3 more meters to install and that 2 had been done. The McCarver residence is the only one remaining. It is the most difficult because it is 5 boxes deep. DU is getting parts to create an adapter.. RT asked in Paul Wirth was the only contractor that DU had contacted. DU responded that an excavator was needed. JTD pointed out that another excavator, Kacy Parker was going to be in Rim Trail for another job the next day and that he could give us a quote. JTD reminded DU that the Board had asked him to finish the meters last month so that we could close the current WIFA grant. JTD recognized that DU would like to install a SCADA system but that we cant move forward with funding until DU completes the installation of the meters. JTD asked if we could pay the excavator's quote before the work has been done if needed. JTD asked for DU's commitment to get the e-meters completely installed by the end of the year. DU agreed.

JTD inquired about the 3 slow leaks that DU had planned to repair. DU reported that he repaired the leak on the Johnson's property. The leak by well 3 wasn't leaking when they dug it up. The 3rd leak is on Box Elder, but DU hadn't addressed that one yet.

RT pointed out that last meeting it came up that we had some meters without backflow on the on the supply line and meter that were flowing backwards. DU reported that he wasn't sure but would check on it.

JT asked if DU was able to find the line locator. DU reported that he had the locator.

5. Discuss and Take Possible Action related to:

Replace infrastructure under Rim Trail and Belluzzi

JTD reported that Parker Excavation was scheduled to conduct additional exploration of the site to identify where the line under Belluzzi ties into the main on the East and to the system on the West side of the road. Primary Construction had marked the map in the 3 areas to explore and Parker Excavation provided a quote for a mini excavator, vacuum excavator, 3 workers, and a truck with 1 yard of AB for backfilling. The estimate was for 8 hours, 2 for travel and 6 for digging. The total would be \$2300.00

RT noted that he had reviewed an old map and shows that its galvanized pipe from the site, north up to the top of Box Elder and that he thought that entire section needed to be replaced. JTD provided the quote by Primary Construction from July. Since the total was more than the remaining WIFA funds, the board decided to replace the smaller section first.

RT reminded the board that there were 2 quotes and the other was for significantly less. JT noted that at least part of the section up to Box Elder had been replaced with PVC. WR inquired whether a vote was needed to conduct the exploratory work. RT stated that he did not think a vote was needed since it was already in the approved budget. WR asked for a motion. RT suggested we approve up to \$3,000. JT made the motion to approve up to \$3000 for exploratory work on the site. JTD seconded. The motion passed unanimously. JTD and JT will meet DU and the contractor at the site.

Water Treatment Plant – progress toward engineering plan. DU has not had time to do much work toward the plan. There are 5 or 6 of maintenance items to start with that will be done next week. Checking the foot valve, pressure gauges, verifying the meters and sensors and, hopefully get an electrician to repair the pump that shuts off after a short while of operation.

Billing Error in November. JTD explained that the bills in November did not reflect payments that residents made by paper check in October. The reason is that, when we mailed the checks to Phoenix for processing, they were lost in the mail. RT notified the board that notices were included in the next bill and all accounts have now been updated. There were no issues for any residences. WR suggested that we encourage residents to use automatic paperless billing. JM suggested a paper invoice fee of \$4 or \$5/mo. JTD suggested that we also offer a 1-time credit off the water bill for anyone who signs up.

Week Automation – review and discuss Operator’s proposal. WR noted that the district had received a 2nd quote for a complete SCADA well automation system. The first was a basic proposal and this one seems to be the Cadillac version. DU pointed out that there would not be a cell phone signal and that increased the price. JTD pointed out that the first quote was for about \$18,000 and this one was for more than \$100,000. RT commented that, before we start another project we should focus on finishing the WTP, meters, and infrastructure repairs. The Board was in agreement.

Alternate water sources. WR reported that the site survey for the small parcel owned by the district had been completed and that we would have the results as soon as we process payment. WR visited the site that is now marked by the survey. The resident has built his driveway and a significant gate on the districts property. WR attempted to contact the homeowner but they were not there. Once we receive the report, the District will engage a well driller to learn about the possibility of drilling a well on the location. If not, it may serve for additional storage.

RT stated that there was an engineering report from 1978 that stated well #1 produced more than well #2 but that it had caved in. The report suggested redrilling. After some discussion, a plan was established to have a well expert review well #1 the same time that they review the parcel on WTK. JTD noted that the Tenisons were currently drilling and asked Joellen, who was in attendance, for the contact information.

District Operator Agreement. RT provided an updated proposed agreement. JTD noted that DU was retiring in 2025 and would not, likely, complete a full year more. RT noted that there was an option to cancel the agreement by either party with a 30-day notice. Upon review of the proposed new agreement, it was discovered that we did not have the most recent copy of the agreement available. DU noted that the monthly amount of \$2,000 was acceptable, but that he wanted to see the hourly rate for non maintenance increase to

\$50/hr. WR motioned we increase the hourly rate on the operational agreement and standardize it to a single rate of \$50 per hour and that the monthly rate is increased to \$2000 a month. JTD seconded. The vote passed unanimously. JM will locate the most recent agreement so that RT can update it before the next meeting.

Status of complaints made to the Attorney General, Gila County, and WIFA made by Harry Jones. JM reference a response to his inquiry about the complaints to the AG office that he had previously shared with each member of the board. The AG is asking for 30 days to address 4 complaints. One of the complaints is the hiring of Mario without an open meeting decision in 2021. The 2nd complaint is failing to post meeting notifications on the bulletin board and website. The 3rd complaint is to post minutes within 3 days. The 4th complaint was for holding an annual meeting without prior notice. JM asked each member of the board to summarize their thoughts and email him so that he can respond to the AG. RT noted that the Board did not hire Mario. Our agreement was with Ascoli Enterprises. When Don died, Mario took over the company and our agreement continued with no change. RT noted that he had been in contact with WIFA and Gila County. All financial reports are up to date and there is no issue nor follow up needed with either organization. JTD noted that WR normally posts the minutes and meeting notices on the community board and that there has never been a time that we were non compliant with AZ Open Meeting requirements in his time on the Board. JTD suggested that we take a photo each time we post something so that we have a proven time stamp. JTD also suggested that we have a witness if possible.

JTD expressed his disappointed that in our Community that someone in our community would report something so trivial to the Attorney General's office. WR agreed and noted that it is embarrassing for all of Rim Trail. JM noted that we need to respond and let this run its course.

6. Call to the Public. Tracy Clapham offered to be a witness to postings on the board any time. She also thanked the board on behalf of her mother, Carol, who had been a resident since 1954. Carol believes that this is the best board the district has had. Christine Webber echoed Tracy's sentiments. She has never experienced any water shortage. Christine inquired if there was a penalty for making frivolous complaints. WR noted that was out of the purview of the Board. Christine then asked if this had cost the board money. WR replied that the cost has only been the time of the volunteers on the board.

7. Call to Staff and Board Members: there were no comments from the staff or board members.

8. Possible Executive Session. WR noted that there was no need for an executive session.

7. **Schedule Next Board Meeting:** WR stated that we will continue to meet on the 2nd Thursday of each month until further notice. JTD had a personal conflict. The next meeting was scheduled for 6PM on January 16, 2025.

8. **Adjournment:** JT motioned to adjourn at 7:58 PM. JTD seconded. The motion passed unanimously and the meeting was adjourned.