

**HIGHLAND PINES DOMESTIC WATER IMPROVEMENT DISTRICT
GOVERNING BOARD MEETING
APRIL 10, 2023
PUBLIC SESSION MINUTES**

1. **CALL TO ORDER:** Board Chair Angelo Angeleri called the meeting to order at approximately 10:01 a.m. The meeting was conducted in person with a telephone conference option – with all attendees calling into the conference call.

2. **ROLL CALL OF BOARD MEMBERS:**

Angelo Angeleri, Board Chair – Present
Sandra McClintock, Vice Chair – Present
David Cook, Board Member – Present
Patti Ferguson, Board Member – Present via conference call

All of whom were present, thus constituting a quorum.

Also attending the meeting was Natalie Galgano-Pinkley and Arleste Pietrofeso, District Bookkeeper/Administrator of Municipal Accounts & Consulting, LP (“MAC”).

The conference call line was open for the entire board meeting.

3. **REFLECTION:** Board Chair Angeleri provided a reflection for today's meeting.

4. **APPROVAL OF MINUTES:** Director McClintock made a motion to approve the Minutes of the February 13, 2023 Regular Session as corrected. Director Cook seconded. The motion passed unanimously.

5. **REPORTS AND CORRESPONDENCE:**

A. **Chair Report:** Board Chair Angeleri reviewed the February and March operation reports from Fann. Director McClintock noted there are some areas in the District that need repairs from erosion. She will contact the Forest Service about the sections in their land. Director Angeleri noted that he and Director McClintock met with Fann on March 8th regarding the District's new policies and procedures. They also reviewed the Fann contract which may need updating to match. He also provided the Board an update on the main water line easements and the status of the lower water tank project.

B. **Co-Chair Report:** Director McClintock provided the Board with an update regarding the Girl Scout's contract and payment of their proportionate share of the transmission line costs. She also provided an update on procuring an estimated cost for the insurance policy renewal for the budget.

C. **Administrative Report:** Ms. Galgano-Pinkley presented and summarized the February and March 2023 Bookkeeper Report and Financials. Director McClintock made a motion to approve the Financial Report and checks as presented. Director Cook seconded. The motion passed unanimously.

Ms. Pietrofeso left the meeting at this time.

6. **CALL TO THE PUBLIC:** A call to the public was made for comments relating to District matters. There were no public comments.

7. **BUSINESS:**

A. Housekeeping:

1. **Discussion and possible action re: mileage reimbursement:** Director McClintock discussed reimbursing mileage to Directors commuting to board meetings from outside the immediate commuting area at the IRS reimbursement rate. Director McClintock made a motion to begin reimbursing directors at the IRS rate for mileage to and from board meetings if they are coming from outside the commuting area, starting with this meeting. Director Cook seconded the motion. The motion passed unanimously.
2. **Discussion and possible action re: lunch reimbursement:** Board Chair Angeleri would like to continue the practice of having lunches at Board meetings – as a chance for the Board to build camaraderie. Director Cook made a motion to provide lunches at the HPDWID meetings going forward. Director Ferguson seconded the motion. The motion passed unanimously.
3. **Discussion and possible action re: removal of Celia Carr, Past Board Chair from One AZ Banking:** Director McClintock made a motion to remove Celia Carr from all District accounts at One AZ Credit Union, with all other district account signors remaining the same. Director Ferguson seconded the motion. The motion passed unanimously.
4. **Discussion and possible action re: recruitment of 5th HPDWID Board Member:** Board Chair Angeleri reviewed the District’s Bylaws regarding the vacancy. Director McClintock suggested they announce the vacancy at the budget public hearing, review applications in August and appoint a new director in October. They can also include this information with the May water bills along with any newsletter update items the Board may have.
5. **Discussion and possible action re: posting location of the HPDWID Meeting Notices and Agenda and HPDWID Public Hearing and Special Meeting Notice and Agenda:** Board Chair Angeleri recommended the District begin posting regular Agendas on the website only. Notices for public hearings and special meetings are different. Director McClintock made a motion the District post regular meeting notices and agendas on the District website only. Director Cook seconded the motion. The motion passed unanimously.
6. **Board Members to sign required documents authorizing members to sign checks from Yavapai County:** Board members signed new signature cards for the Yavapai County accounts, and also removed Celia Carr from the accounts.
7. **Board Members to sign required documents to finalize WIFA loan amendment:** The Board completed the required forms for the previously approved WIFA Loan Amendment application.

- B. Discussion and possible action re: HPDWID 2023-2024 Draft Budget/Rates/Fees/Taxes:** Ms. Galgano reviewed the draft Budgets and Rates and Fees with the Board. Director McClintock made a motion to approve the drafted budget and rates and fees as discussed, and to publish notices for the June 12th public hearing as required. Director Cook seconded the motion. The motion passed unanimously.

- C. Discussion and possible action re: procedure changes requested by Yavapai County ARPA Administrators:** Board Chair Angeleri provided the Board with an update regarding the requests made by Yavapai County and the resulting policy changes. Director

McClintock made a motion to approve the policy changes related to the County requirements. Director Cook seconded the motion. The motion passed unanimously.

8. **FUTURE MEETING DATES:** The next Board meeting is set for June 12 at 4:30.
9. **ADJOURNMENT:** There being no further discussion, the meeting was adjourned at 12:27 pm.