

Meeting Minutes

Board of Directors of The Highland Pines Domestic Water Improvement District
November 13, 2018, 10:00 a.m. at
Improvement District Services, Inc.
3603 Crossings Drive Prescott, AZ 86305

District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 3603 Crossings Drive Prescott, AZ 86305.

Call to Order – Sandra McClintock, David Barnard, Celia Carr and Pat Ferguson present. Robert Hafen, Chairman, absent.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator, Improvement District Services, Inc. and Dave Dirren, Sunrise Engineering.

Sandra McClintock agreed to cover the Chairman's position during this meeting.

*Unanimous Approval indicates a unanimous vote by all Board Members present.

Hearings:

Open Public Hearing on the Fiscal Year 2018/2019 Rates & Fees for Girl Scout Camp
Director McClintock opened the hearing. Hearing no public comment, the hearing was closed.
Close Public Hearing on the Fiscal Year 2018/2019 Rates & Fees for Girl Scout Camp

Convene into Special Meeting:

1. Action on the Fiscal Year 2018/2019 Rates and Fees for the Girl Scout Camp and possible adoption of Resolution No. 2018-4.

Motion: made by Director Barnard to adopt the rates and fees and Resolution No. 2018-4, second by Director Carr.

*Unanimous Approval

Convene into Regular Meeting:

2. Discussion and possible action regarding a presentation by Dave Dirren of Sunrise Engineering regarding the Transmission Line Project and WIFA loan opportunities.
Dave Dirren reviewed his report with the Board. He said that the Forest Service has approved installing the new line while the old line remains in place. Dave said the Forest Service has two studies to perform but they should be fairly quick as it is already disturbed land.
3. Discussion and possible action regarding a meter verification program that will confirm non-working meters.
A representative of Fann Environmental will be present telephonically.
Mike Young of Fann Environmental spoke to the Board via speaker phone. He said they have been performing inspections on meters that continue to have no usage. He said that meters that are found to be not working will be replaced.
4. Discussion and possible action to approve meeting minutes of August 14, 2018.
Motion: made by Director Ferguson to approve the meeting minutes, second by Director Barnard.
*Unanimous Approval
5. Discussion and possible action to approve checks written from August through October 2018.
Motion: made by Director Ferguson to approve the checks, second by Director Carr.
*Unanimous Approval

Public Comment Period: The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.

Jerry Woodward told the Board that the pumps were never engineered properly for the size of the transmission line.