

Meeting Minutes

Board of Directors of The Highland Pines Domestic Water Improvement District
August 15, 2019, 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.

1. Call to Order – Celia Carr, Sandy McClintock, Pat Ferguson and David Barnard present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator and Diana King, District Administrator, Improvement District Services, Inc.; Mike Young, Fann Environmental.

2. Discussion and possible action to appoint Bryan Crossley to the open position on the Board of Directors.
Table item to November
3. Discussion and possible action to elect a chairperson and vice chair.
Motion: made by Director McClintock to nominate Celia Carr as chair, second by Director Ferguson.
Unanimous Approval
Motion: made by Director Ferguson to nominate Sandra McClintock as Vice-Chair, second by Chairperson Carr.
Unanimous Approval
4. Discussion and possible action for Girl Scout Camp water usage and fees. Cindy Shafer, former Board member, will be available for a historical perspective.
Chairperson Carr would like to do more research and speak with the GSC and address the issue in November.
5. Discussion and possible action to approve water main valve mapping by Fann Environmental.
Mike Young told the Board these valves have been covered for years.
Motion: made by Director McClintock to approve Fann Environmental locate and fix all four valves, second by Director Ferguson.
Unanimous Approval
6. Discussion and possible action of three (3) Skyline locations with water meters close to residences.
Chairman Carr and Director McClintock will contact the property owners to discuss moving these meters.
Motion: by Director McClintock to approve to locate the lines at these three locations where it originates from the main line, second Director Ferguson.
Unanimous Approval
7. Discussion and possible action of repair for tank leak and hillside erosion due to drainage.
Mike Young said the tank only leaked periodically due to contraction and expansion but is not leaking and there is no need for repair. Fann employees will keep a watch to make sure there is not a problem in the future.
No action taken
8. Discussion and possible action of sale of Polaris Ranger.
Director McClintock will research the value. Mike Young offered \$3,000 in trade for work. Director McClintock said the value is \$4,000-\$6,000.
Motion: made by Director Ferguson to accept Mike Young's offer to trade the Polaris for \$3,000 in credit on the next bill from Fann, second by Director McClintock.
Unanimous Approval
9. Staff Report:
Fann Environmental has completed replacing all known non-functioning meters.

No action

10. Discussion and possible action regarding administrative issues to include:

- a) Approve meeting minutes of June 17, 2019;
Motion: made by Director McClintock to approve the meeting minutes of June 17, second by Chairperson Carr.
Unanimous Approval
- b) Approve checks written from May 2019 through July 2019;
Motion: made by Director McClintock to approve the checks written from May through July, second by Director Ferguson.
Unanimous Approval
- c) Discussion and approval for Diana King of Improvement District Services, Inc. to sign county warrants.
Motion: made by Director McClintock to authorize Diana King to sign on the County warrants, second by Chairperson 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 said GSC is the reason HP has water.