

**HIGHLAND PINES DOMESTIC WATER IMPROVEMENT DISTRICT
GOVERNING BOARD MEETING
JUNE 24, 2021
PUBLIC SESSION MINUTES**

1. **CALL TO ORDER:** Board Chair Celia Carr 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:**

Celia Carr, Board Chair – Present
Sandra McClintock, Vice Chair – Present
David Cook, Board Member – Present
Patti Ferguson, Board Member – Present

All of whom participated in the meeting via telephone conference call, thus constituting a quorum.

Also attending the meeting via telephone conference call were: Natalie Galgano-Pinkley, District Bookkeeper/Administrator of Municipal Accounts & Consulting, LP (“MAC”); Dave Dirren of Sunrise Engineering. Angelo Angeleri, a member of the public also attended the meeting.

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

4. **REPORTS AND CORRESPONDENCE:**

A. **Chair Report:** Board Chair Carr summarized the May 2021 maintenance report from Fann Environmental. Fann noted that the tank leak was down to a trickle, and Board Chair Carr said she will continue to monitor the leak as well. Fann also conducted a hydrant pressure check to prepare for the upcoming transmission line project. Board Chair Carr also noted that she and Director McClintock are working on the newsletter to go out in July.

B. **Administrative Report:** Ms. Galgano-Pinkley presented and summarized the May 2021 Financial Report and the checks issued to date for the Board’s review and consideration. It was noted the check to the County was for the construction documents review fee. Director McClintock made a motion to approve the May Financial Report and the checks issued to date. Director Ferguson seconded. The motion passed unanimously.

5. **BUSINESS:**

A. **Discussion and possible action re: Approval of June 10, 2021, Meeting Minutes.** Director McClintock suggested the minutes should list Barb Karkula as a member of the public that attended the meetings since she made comments at the meeting. Director McClintock made a motion to approve the Minutes for June 10, 2021 with the correction made as noted. Director Cook seconded the motion. The motion passed unanimously.

B. **Discussion and possible action re: Appointment of new HPDWID Board Member.** Board Chair Carr stated that one person showed interest in serving on the Board and had sent a letter of interest and their resume. Mr. Angelo Angeleri made a brief statement to the Board regarding his interest in serving, along with his qualifications. He has been in Highland Pines for 15 years, worked as a professional engineer, and is enthusiastic and excited to serve the community and tackle any projects as needed.

Director McClintock made a motion to appoint Angelo Angeleri to the unexpired term vacated by Bryan Crossley, ending in 2024. Director Ferguson seconded the motion. The Board then voted on the motion as follows:

Sandra McClintock – Voted Yes
David Cook– Voted Yes
Patti Ferguson– Voted Yes
Celia Carr– Voted Yes

The motion passed unanimously. Board Chair Carr stated that Mr. Angeleri will need to sign an oath of office and complete Open Meeting Law training 24 hours before the next meeting in order for him to be qualified to vote. Board Chair Carr noted she will send the update to the County, and after training is completed, the District can update the signature cards for their financial accounts.

Discussion and Possible Action re: Geographical Information System (GIS) Proposals (updated with field work at time and material) from Sunrise Engineering and Shephard-Wesnitzer, Inc. Board Chair Carr noted that since the last meeting, Sunrise Engineering updated their estimate to have the field work billed on an hourly rate, not to exceed their initial lump sum. Director Ferguson reported the reference checks she completed for both companies. She called and sent letters to all references listed and received a return call from the City of Kingman. The City provided a positive recommendation for Sunrise Engineering. Director Ferguson made a motion that under consideration of the City’s recommendation, to accept the proposal by Sunrise Engineering for the GIS System, and contract with Sunrise Engineering, subject to legal review. Director McClintock seconded the motion. Director McClintock noted that once the GIS was completed (in approximately 2 months’ time), Dave Dirren can verify all hydrants are in place as needed and create a model to check for pressure zones. The Board then voted on the motion as follows:

Sandra McClintock – Voted Yes
David Cook– Voted Yes
Patti Ferguson– Voted Yes
Celia Carr– Voted Yes

The motion passed unanimously.

6. **FUTURE MEETING DATES:** The Board Chair mentioned the upcoming meeting dates. Pending COVID, the next meeting will be held at either the library, at Municipal Accounts & Consulting’s office or via telephone conference. The next meetings are tentatively scheduled for 7/12/2021 at 10:00 am; 8/12/2021 at 10 am; and 11/12/2021 at 10 am – location to be determined.
7. **ADJOURNMENT:** There being no further discussion, the meeting was adjourned at 10:40 am.