

MEETING MINUTES OF OPEN PUBIC MEETING
BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT (DVWD)
STEPPING STONES COMPLEX, ROOM #2
(6719 E. 2ND ST., PRESCOTT VALLEY, AZ)
10:00 AM
Wednesday, June 10, 2015

CALL to ORDER

Chair D. Cracknell called the meeting to order at 10:00 am.

ROLL CALL of BOARD MEMBERS P = PRESENT NP = NOT PRESENT

DAVE CRACKNELL (P) BILL HUNT (P) JEAN HEBERER (P)
KURT WOMACK(P) JO ANN HOLT (P)

Also present: Don Bohlier FOR DISTRICT MANAGEMENT. 5 Members of the Public attended.

CALL TO THE PUBLIC

No comments.

1. APPROVAL OF RESOLUTION R2015-06-15 NEW SERVICE FEES

D. Cracknell read the resolution for new \$5,800 hook-up fee. Issue about timing of Hearing was discussed, need to consult with attorney Kozak.

J. Heberer motioned to approve Resolution, with Public Hearing date to be determined per attorney advice; B. Hunt seconded.

APPROVED: 5-0.

2. VERIZON CONTRACT

J. Heberer has been in contact with previous attorney William Whittington who was working on it, previous Board had not approved contract, thought he should continue to finish.

D. Cracknell motioned to continue with Whittington to finalize the contract; K. Womack seconded.

APPROVED: 5-0.

3. APRIL FINANCIAL

J. Heberer explained that District Accountant, Stephen Crandall can prepare 14-15 FY books easily, but 13-14 FY had four people doing the books, need to get all records from Bennett. Need to do an RFP for an Auditor, prepared by S. Crandall.

J. Heberer motioned to authorize S. Crandall to clean up 13-14 FY, and prepare 14-15 FY for an audit; B. Hunt seconded.

APPROVED: 5-0.

J. Heberer discussed reviewing repair costs of Earth Resources (past month had big jobs), approved contractor list, philosophy of shutting down the system for repairs between Gavin Pehl and ER, knowledge of the system, and loyalty to Diamond Valley.

J. Heberer motioned to make Pehl Contracting first choice for repairs that Don Bohlier can't do, Earth Resources second choice; B. Hunt seconded.

APPROVED: 5-0.

4. DISCUSSION POSSIBLE FUTURE RFP FOR LEAK DETECTION

B. Hunt requested items 4 and 5 to be combined.

5. UPDATE LEAK DETECTION AND MAPPING - BILL

B. Hunt discussed Kevin Grief's contribution for continuing to focus on sections of the community, to prepare for hiring a leak detecting service. Need to find all valves, locate on map, to help the service, prior RFP. Possible that some areas need more focus.

Scheduled a tour of easement accessibility problem in Gloria area that are between homes. D. Bohler proposed moving main lines to street, J. Heberer said no funds for such a major project. Discussed the need to notify infringement into easements.

Discussed the idea of finding residents with suitable experience to volunteer to help.

D. Cracknell discussed procurement cost threshold of \$5,000 for RFPs. A discussion about areas of DV that appear undeveloped, if water is running in mains, need to verify valves shut off. K. Womack discussed existing maps from 1964 that Yavapai Co. had on file, need for Tetra Tech map to display for meetings.

6. UPDATE RECORD RETENTION - KURT

K. Womack reported about the training session given by the AZ State Library. Explained that more than paper is considered a record, such as emails, texts, blogs, etc. Learned that CDs are not adequate for storing digital information. Discussed the need, or lack of, to send documents to their facility for long-term storage.

J. Heberer looked for used fire-proof file cabinets for reasonable cost, found a source in Phoenix.

J.A. Holt has been going through file boxes. Discussed scanning priority starting with current documents.

7. FUTURE AGENDA ITEMS

Easements

Leak Detection

ADJOURNMENT

D. Cracknell moved to adjourn by consensus.

Meeting adjourned at 11:18 AM

Meeting Minutes by: Kurt Womack, DVWD's Clerk/Secretary prepared and made available on 6-12-15.

DRAFT/To Be APPROVED of these Meeting Minutes sent via email to all current Board Members and Management for review. Board approval to be an agenda item at the next scheduled DVWD REGULAR Meeting. In addition, two copies maintained and available in a file box at Permanent location at 1277 N. Rhinestone Dr., #2, Prescott, AZ 86301 in Diamond Valley for interested public.

An email copy of future DVWD Meeting Minutes and Agendas can be sent by requesting to be put on the electronic PerDVEmailRequest group list and providing an email address to: <http://diamondvalleywaterdistrict.com>

APPROVED ON: 6-29-15 by D. Cracknell, B. Hunt, J. Heberer, K. Womack, J.A. Holt. *Amended 8/10/15DC*