

**MEETING MINUTES OF OPEN PUBIC MEETING**  
**BOARD OF DIRECTORS**  
**DIAMOND VALLEY WATER DISTRICT (DVWD)**  
**LEGAL AID BUILDING**  
(1277 N. RHINESTONE, PRESCOTT, AZ)  
**7:00 PM**  
**Monday, July 13, 2015**

**CALL to ORDER**

Chair D. Cracknell called the meeting to order at 7:01 pm.

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

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

**Also present: Don Bohlier** FOR DISTRICT MANAGEMENT. 3 DV Members of the Public; Yavapai County: Supervisor Jack Smith, Byron Jaspers, David Williams, Joe Hunt and 2 other staff members attended.

**CALL TO THE PUBLIC**

No comment.

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**1. ADEQ SYSTEM EVALUATION**

D. Cracknell read email from ADEQ regarding voluntary systems evaluations. J. Heberer thought this is not the time, do so after our water loss is under control.

**2. BOARD PACKET - EXECUTIVE SESSION CRITERIA**

A. D. Cracknell shared clarification of seven topics which can be discussed in executive session from ARS §38-431.03(A), from District attorney Kozak.

**3. PROGRESS REPORTS**

*A. Mapping:* D. Cracknell has been working with D. Bohlier, B. Hunt, and Kevin Greif on locating valves on the old Tetra Tech map, thinks he verified 85% of the valves, prior to hiring leak detection service. J. Heberer asked about valves buried under asphalt years ago; said B. Hunt detects some reluctance from Gavin Pehl to provide information.

*B. Insurance:* J. Heberer, J.A. Holt and D. Bohlier met with District accountant S. Crandall, conclusion is (a) not enough insurance, (b) would like to go with a local agent. D. Bohlier has a million dollars more on his policy with Bradshaw Water Co. that he also operates.

J. Heberer motioned that the District contract with Jim Weber for insurance needs; D. Cracknell seconded.

**APPROVED:** 4-0 (B. Hunt absent).

*C. Verizon Tower Construction:* D. Cracknell reported he attended a pre-construction meeting July 1, commenced construction July 6, received construction schedule done by Aug. 20. J. Heberer asked about Board approval per Whittington email question; Jan. 26 meeting approved, Jan. 20 contract signed. Lease payment amount needs to be verified. Need to review, revise Resolution.

#### **4. WATER EASEMENT ENCROACHMENT WORKSHOP**

Board packet had maps of relevant sections showing Easements with original dedication, with a legend showing 8 feet wide (4' per lot), letters from previous Board about clearing obstructions. K. Womack gave summary of his report of Easement encroachments, vegetation overgrowth, fences inside the Easement, shed, etc. D. Cracknell discussed maps showing the degree of problem Easements.

Yavapai County staff gave input on how to approach resolving the encroachment issues. Suggested talking with other utilities using same easements, information campaign to enlist help from community, start with the easiest areas to show progress. Need to identify all addresses with encroachment. K. Womack stressed the importance of clearing brush for fire breaks, which should help encourage cooperation from owners. Need to consult with attorney Kozak on easement legal matters.

#### **5. FUTURE AGENDA ITEMS**

D. Bohler provided a list of 8 addresses that are outside of DVWD getting water, consider annexing into District.

Establish Finance Committee.

DVWWDWG (Diamond Valley Waste Water District Working Group) presentation on July 27.

Website management delegation of duties.

Review Resolutions for updates.

Develop Easement information and plan.

Date for possible next Special Session Aug. 10.

#### **ADJOURNMENT**

D. Cracknell moved to adjourn by consensus.

#### **Meeting adjourned at 8:34 PM**

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 7-16-15.

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:** 8/10/15 by D. Cracknell, B. Hunt, J. Heberer, K. Womack, J.A. Holt.