

DRAFT MEETING MINUTES OF OPEN PUBIC MEETING

**BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
(LEGAL SHIELD BUILDING)
1277 N. RHINESTONE, PRESCOTT, AZ**

10:30 AM

Wednesday, January 6, 2016

CALL to ORDER

Chairman D. Cracknell called the **Special Session** to order at 10:35 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; 3 DV Members of the Public.

ADMINISTRATIVE HOUSEKEEPING

J. Heberer wanted clarification on the .70 added to the bill notice, how it was worded. Plan on calls, it should be .70 per 1,000 gal. Not only for one month. [\[M11.13.15 item 2D\]](#)

J.A. Holt gave thumb drive to Kurt for updating.

CALL TO THE PUBLIC

Jody Savage wanted to follow-up on requested information. Wanted to know why we are having so many meetings, and scheduling for the public to attend.

1. INVENTORY LIST

B. Hunt and Manager Bohlier went through the inventory at the Rose Quartz pump house. J. Heberer wanted confirmation that the Manager is getting reimbursed for parts, instead of the District having accounts at supply sources. Discussion about quantity discount for some types of parts, don't for meters. Discussed getting more shelving, Kurt volunteered to look at Habitat and Kuhles. Consensus was to add to inventory, start in February for annual list report (AFO Manual requires once a year).

2. EMERGENCY OPERATIONS MANUAL - INVENTORY MEDIA LIST

D. Cracknell reviewed existing list, added some new contacts. K. Womack asked about adding emails. Have 13 on the list. K. Womack asked about also using Facebook, with the function of joining a Group one gets notifications.

3. NEWSLETTER

Deadline from Board members by the 10th, Jean already submitted her report. Discussed who can print, about 725 copies, Jean will arrange. Kurt will incorporate into a newsletter format using his Apple app. J.A. Holt wanted by the 22nd to stuff envelopes. Suggestion of a red stamp on the envelope to alert customers of enclosed bill. Send out by the 27th. [\[DM12.04.15 item 7\]](#)

Some discussion about how Facebook could be used in the future.

4. FUTURE AGENDA ITEMS

Regular Meeting: Manager year summary report, monthly report. Treasurer, and Audit report. Chair's State of the District report.

Special Session: Reappointment of Officers. Manager suggested well abandonment on Emerald [M11.04.15 item 3, M.1-9-2015(2.00pm) OLD BUSINESS 3rd item], and Rose Quartz south pump shed "dog shack" location, demolish shed and re-route piping. Finalize newsletter.

Set for Wednesday, Jan. 18, 10:30 AM.

5. ADJOURNMENT

D. Cracknell moved to adjourn by consensus.

Meeting adjourned at 11:37 AM

NOTE: [M00.00.2015] Indicates reference to Minutes from previous meetings.
[aa] Robert's Rules Of Order.

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 01-08-16.

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: _____ by D. Cracknell, B. Hunt, J. Heberer, K. Womack, J.A. Holt.