

# MEETING MINUTES OF OPEN PUBLIC MEETING

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

7:00 PM  
Monday, June 27, 2016

### CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:02 pm.

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

DAVE CRACKNELL (P) JO ANN HOLT (NP) KURT WOMACK (P)  
BILL HUNT (P) JEAN HEBERER (RESIGNED *JUNE 26*)

**Also present:** Don Bohlier for District Management; 5 DV Members of the Public.

### ADMINISTRATIVE HOUSEKEEPING

A. Opal Tank reading. Taken June 26, no change. D. Cracknell asked how often to inspect in the future; K. Womack suggested one time a year, summer, consensus was for end to Fiscal Year.

#### 1. MANAGER'S REPORT

A- Monthly Report: Don Bohlier reported total active customers 726; total sales revenue \$14,644.36; total base service \$31,204.70; total tax collected \$3,010.89; total current charges \$57,902.91; average water bill \$69.45. Total gallons pumped 2,801,680; total gallons sold 2,233,930; accounted water loss 70,000 gal.; unaccounted water loss 497,750 gal.; **17.77% water loss**. Read from 4-22-16 to 5-20-16.

Repairs: 1695 Topaz, black poly service 5-2 6,000 gallons. 1701 Topaz was tied in with 1695 Topaz (no leak), new saddle and service. 5000 Ramada blue poly service 5-9 15,000 gal. 1550 & 1560 Rose Quartz black poly service 5-9 5,000 gal. 5101 Ramada blue poly 5-10 7,000 gal. 5086 Ramada 4" coupling blew, took out two couplings, new 36" section of C-900, 5-15 30,000 gal. 1635 Topaz black poly service 5-16 7,000 gal. K. Womack asked how the leaks were discovered; called in by customers. Changed out 17 meters, 2 dead, 2 over million, 13 hard to read. 59 Red door hangers. Applications: 4 owners, 6 renters.

B- ADEQ Report. 6-9-16 pump stations were inspected, clean bill of health. Opal tank fence requested, Don explained we are putting it up. Lisa tank only needs bollards, idea of using boulders was suggested. Compliance monitoring schedule and TTHM & HAA5 for ADEQ also up to date.

D. Cracknell asked about the 60 days to get the fence done, should be within schedule.

#### 2. TREASURER'S REPORT

Since Treasurer J.A. Holt, and former Treasurer were not in attendance, D. Cracknell reported only the Accounts Receivable \$61,286.74, Net Income \$6,074.50. *Full report next meeting.*

#### 3. APPROVAL OF DRAFT MINUTES

A. Regular Meeting May 23, 2016

B. Public Hearings/Special Session June 13, 2016

Discussed a change for posting the DRAFT Minutes with obvious text, to be posted before approval on the website with explanation.

Dave Cracknell submitted revisions. B. Hunt made the motion to accept revised Minutes for #A, B; seconded by D. Cracknell.

APPROVED: 3-0.

**4. 5190 DIAMOND DRIVE PROPERTY/SEAN SMITH**

Correction of address; attorney Kozak gave approval to sign for easement encroachment.

5180 (west) was built 2005 before DVWD was established. Due to DVWD being political subdivision, requires two appraisals, sell via auction; no rush to sell, if other budgeted items *come in* under *capital improvement budget*, will revisit possible sale of lot. [DM06.27.2016(R7pm), item 2]

Discussion of what makes a buildable lot, well abandonment, wash are factors that have been considered. D. Cracknell found this wash takes 60 acres of watershed, anything over 20 acres requires conventional septic system to be 50 feet back from the top of the bank, ends up at edge of pavement; has a report to be filed.

**5. RESOLUTION 2016-6-27A BASIC SERVICE GUIDELINES**

D. Cracknell read the updated fees and hookup fee. [M05.03.2016(SS7.00pm), item 3]

D. Cracknell made the motion to approve; B. Hunt seconded.

APPROVED: 3-0.

**6. RESOLUTION 2016-6-27B AFTER HOURS CONSTRUCTION**

D. Cracknell read the new contractors working hours definition. [M05.23.2016(R7pm), item 5]

D. Cracknell motioned to approve, with slight corrections; seconded by B. Hunt.

APPROVED: 3-0.

**CALL TO THE PUBLIC**

Jody Savage had questions about the Diamond Dr. property.

**7. AUTHORIZE THE ELECTION FOR TWO DVWD BOARD SEATS ENDING 12-31-2016**

K. Womack and J. A. Holt terms end 2016, will be posted on website.

D. Cracknell motioned to call election; B. Hunt seconded.

APPROVED: 3-0.

**8. FUTURE AGENDA ITEMS**

July 13, 10:30 am. Back-up generators, Inventory list, Opal tank fence and Lisa tank boulders (if acceptable), Website after-hours emergency update, full Treasurers report, update AFO Manual.

**ADJOURNMENT**

**Meeting adjourned at 7:48 PM.**

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 7-20-16.

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: JULY 18, 2016 by D. Cracknell, J.A. Holt, K. Womack, B. Hunt.