

# MEETING MINUTES OF OPEN PUBLIC MEETING

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

10:30 AM

Wednesday, September 14, 2016

## CALL to ORDER

Chair Dave Cracknell called the **Special Session** to order at 10:33 am.

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

DAVE CRACKNELL (P)      JO ANN HOLT (NP)      KURT WOMACK (P)  
BILL HUNT (P)              BARRY MCCOY (P)

**Also present:** Don Bohlier for District Management; 1 DV Member of the Public, 1 future resident.

## ADMINISTRATIVE HOUSEKEEPING

D. Cracknell asked Don Bohlier about the Opal tank fence; will start 9-19 and planned finish 9-21.

### 1. DVWD ELECTION

Chairman Cracknell reported that the Yavapai County BOS (Board Of Supervisors) determined that due to only two seats open and two people running, the election was cancelled. Website will be updated. Approved by consensus.

### 2. BOARD AUTHORIZATION TO REQUEST BIDS FOR DVWD PROJECT 201717-0901 ROSE QUARTZ EMERGENCY PIPE REPAIR PROJECT

D. Cracknell developed a draft of the project description. All new services copper per PV Standards, 8 inch main line, 3 stub-outs for future fire hydrants in the event of Prescott Valley taking over the system, survey monument responsibility of contractor. K. Womack had minor corrections. Dave anticipates awarding bid by next meeting, tentative Nov. 1 to Dec. 1 time schedule, asked D. Bohlier if it's realistic; might be longer. K. Womack if there will be drawings; yes.

[[M08.22.2016\(SS7.00pm\)](#), item 4; [M08.10.2016\(SS10.30am\)](#), item 2B]

D. Cracknell motioned to authorize requesting bids from DVWD approved contractors (3) for the Rose Quartz emergency pipe replacement; B. Hunt seconded.

**APPROVED:** 4-0.

### 3. APPROVAL OF DRAFT MINUTES

A. Monthly Session August 22, 2016.

D. Cracknell submitted a revision of Minutes. K. Womack made the motion to accept revised Minutes for the August 22 Regular Meeting; seconded by B. Hunt.

**APPROVED:** 4-0.

#### **4. RATIFY 2016 BY-LAWS**

D. Cracknell passed out the final revision. Kurt spotted a font error, and misspelled name. [M08.10.2016(SS10.30am), item 4]

B. Hunt made the motion to approve as amended; B. McCoy seconded.  
**APPROVED:** 4-0.

#### **5. AUTHORIZE DAVID SNYDER TO PREPARE FY 15-16 FINANCIAL REVIEW**

D. Cracknell summarized the contract with David A. Snyder CPA, PLLC, amount of \$2,600. Mr. Snyder prepared the Audit last year.

B. McCoy made the motion to approve hiring Mr. Snyder for the financial review; seconded by B. Hunt.  
**APPROVED:** 4-0.

#### **6. VERIZON UPDATE**

K. Womack read letter from DVWD accountant S. Crandall regarding the invoice dated 03/22/16 for \$2,500, they are not responsive. Discussion about if we pursue collection that would be spent on accountant and lawyer.

#### **CALL TO THE PUBLIC**

Jody Savage asked why so many meetings, and during the middle of the day, what is necessity of recent meetings that couldn't be done at the Regular Meetings unless emergency situations.  
*Chairman Cracknell stated issue would be taken under advisement.*

#### **7. FUTURE AGENDA ITEMS**

Next meeting Sept. 26. Awarding contract for emergency pipe replacement, Verizon update, draft of revised AFO Manual, Opal tank fence progress, normal reports, update of standards and details.

#### **ADJOURNMENT**

K. Womack asked D. Cracknell to adjourn.

**Meeting adjourned at 11:10 AM.**

**NOTE:** [M00.00.2016] 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 10-03-16. *Revision in italics.*

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:** SEPTEMBER 26, 2016 by D. Cracknell, J.A. Holt, K. Womack, B. McCoy.