

**UNOFFICIAL UNAPPROVED
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, December 09, 2017

CALL to ORDER

Chair Dave Cracknell called the **Special Session** to order at 7:02 pm.

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

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

Also present: 1 Member of the Public. **Don Bohlier** for District Management.

D. Cracknell requested **a change of order for the Agenda**, approved by consensus. (x)

ADMINISTRATIVE HOUSEKEEPING

Discussion of the history of Hook-up fees in relation to inactive long-time ago connections, need to consider for future agenda item.

Discussed recent lot development activity on Jean Dr. and the state of the waterline that is not operational due to 2006 flood on Rose Quartz, that has ductile iron pipe, when Don Bohlier was running Triangle Dev. with the AZ Corp. Comm., before the DVWD was established.

(1.) JO-ANN HOLT APPLICATION FOR VACANT BOARD SEAT EXPIRING 12/31/2018

D. Cracknell explained that Jo-Ann had served a term that ended Dec. 2016, started April 6, 2016. She applied for the seat that was Jean Heberer's term. [M11.28.2016(RM7.00pm)]

D. Cracknell made the motion to approve J.A. Holt's application for the vacant seat expiring 12/31/2018; seconded by K. Womack.

APPROVED: 3-0.

(2.) ELECTION CERTIFICATES FOR KURT WOMACK AND BARRY MCCOY

D. Cracknell read the Oath of Office for members K. Womack, B. McCoy, and J.A. Holt to swear in; paperwork needs to be signed by each member at the County, and witnessed.

3. BOARD MEMBER POSITIONS FOR 2017

D. Cracknell proposed the following positions:

CHAIR: Dave Cracknell
VICE CHAIR: Jo Ann Holt
TREASURER: Barry McCoy
CLERK/SECRETARY: Kurt Womack
MEMBER AT LARGE: Bill Hunt

B. McCoy made the motion to approve the positions as listed; D. Cracknell seconded.

APPROVED: 5-0.

4. APPROVAL OF DRAFT MINUTES

A. Monthly Session December 19, 2016.

B. Revised Minutes Monthly Session October 24, 2016.

D. Cracknell had minor revisions. K. Womack made the motion to approve amended Minutes for the October 24, 2016, and December 19 Regular Meeting; seconded by B. McCoy.

APPROVED: 4-0.

5. RESUME OF DEREK LILLESVE DESIGN FOR DIGITIZATION OF DISTRICT AS-BUILT RECORD MAPS

D. Cracknell had sent inquiries to 3 draftsmen in Prescott, no response, found Mr. Lillessve in Sedona near Dave's employment. Provided resume, and proposal of three consecutive contracts, \$65/hour. K. Womack asked if his drafting format is compatible with other engineering firms; yes, uses AutoCad. K. Womack asked how unknown lines will be found; Cracknell said first stage is showing known items, Don has records of replaced pipes and valves that were measured, consolidate into one document. Future work with Prescott Valley will benefit, DVWD will be owner of this database. Notebook of all the maps will be with Manager in his truck.

B. McCoy made the motion to approve contract 1 with Lillessve Design; J.A. Holt seconded.

APPROVED: 4-0.

5. FINALIZE 2016 NEWSLETTER

Discussed miscellaneous details, who will print, and prepare for mailing.

CALL TO THE PUBLIC

Customer at Regina Ct. project said the job had started sufficiently. [M11.28.2016(RM7.00pm) item 5]

6. FUTURE AGENDA ITEMS DECEMBER

Jan. 23 Regular Meeting: regular reports, Manager year report, Chair's State Of The District, possible hook-up with inactive connections, AFO Manual revision.

Feb. 10, Friday: Meter remote read presentation by Manager and meter rep. from National Meter.

ADJOURNMENT

Meeting adjourned at 7:55 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 01-11-17.

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, J.A. Holt, K. Womack, B. Hunt, B. McCoy.