

**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, March 16, 2016**

**CALL to ORDER**

Chair Dave Cracknell called the **Special Session** to order at 10:39 am.

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

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

**Also present:** Don Bohlier for District Management; 4 DV Members of the Public.

**ADMINISTRATIVE HOUSEKEEPING**

J. Heberer asked Manager Bohlier about the piles of debris at Ramada location [[DM02.22.2016 Call To Public](#)], Don has asked Gavin Pehl about cleaning up, made progress. K. Womack asked if any metal is being sold for recycling, no.

Yavapai Title had given notification regarding 5083(?) Ramada next to Verizon tower, asking for payoff statement from DVWD, D. Cracknell asked for any information, such as liens. Warren Savage stated he had installed a meter box (no meter) years ago.

D. Cracknell asked about lines of credit, especially with the Courier newspaper; how about A&E Reprographics, K. Womack will get an application for an account.

**CALL TO THE PUBLIC**

Jodi Savage asked if requesting public information through the attorney will be standard procedure; D. Cracknell will confirm with Kozak. Jodi saw the change to the website, things seemed to be missing, J. Heberer and K. Womack explained old documents are now archived.

**1. MANAGER'S PRESENTATION**

A. Capital Improvement Project Wrap-up:

Don Bohlier reported that 56 services have been done on Donna/Gloria and Barbara/Donna easements. Isolation and blow-off valves have been installed, primarily for easements. Don used a map (old subdivision plat, not Tetra Tech) with his drawing of known water mains, had discovered some not indicated on other maps, which brought up easement issues. Pearl and Diamond found a cluster of valves, had cleaned up and added isolation valves. 3 isolation valves at Joan and Catherine, 3 at Donna and Gloria; put in 11 isolation valves, 2 blow-off valves (1 at Diamond Court old well location). J. Heberer asked if there is a valve checking schedule; no. At demolished Rose Quartz pump house location added 2" isolation valve.

B. Additional Key Isolation and Blow-off Valves for System Maintenance:

J. Heberer had asked how many more valves would be needed. Would like 3 more at Diamond Dr. where existing valves were not working. Could use one valve at Sapphire and Emerald, Lois and Kristen, Gemstone and Lapis (leak detection found existing valve that is closed, is leaking through). Propose blow-off valve at end of Victor, end of Pearl. J. Heberer had a map from Gavin Pehl for suggested valves. K. Womack stated he knew Don has been working with what we have; was difficult for some of us to visualize the system. Kurt said an engineer (Layton) was contacted last year for computer modeling, wouldn't that be useful for design, instead of educated guessing; also the possibility of a waste water system and water system replacement is still to be considered. J. Heberer asked about doing a color-coded map; Don explained we still need to do preliminary work before handing off to anyone on a conservative budget. Kurt suggested making grayscale copies of the map, then draw color lines, one for water mains, another for showing occupied properties, for example. Don explained about how 3 different mains (2" steel, 4" and 6" transite) go up Turquoise, could not listen to 4" main for leak detection, could use 3 valves on Turquoise at Rose Quartz and Sylvia. Ruby could use an air-release valve. Joan/Catherine easement service lines next goal, Gavin Pehl has been clearing brush. 9 isolation valves could be budgeted for about \$45,000.

Don stated the original contractors must have been paid by the fitting, some of the system design was ridiculous.

**2. DISCUSSION RESOLUTION FOR DVWD CONTRACTORS WORK HOURS**

D. Cracknell said K. Womack found out that recent work was done on a holiday, suggested adopting guidelines. Dave read proposed wording, for hours, holiday list, emergency exemption; Board revised. D. Cracknell will revise before approval.

**3. VERIZON UPDATE**

J.A. Holt had discussed with accountant Crandall, waiting on Verizon for confirmation of amounts paid and due. Members were handed email record between Crandall and Verizon. There may be confusion in accounting of payments, need to have Manager's secretary verify with scanned checks.

**4. FUTURE AGENDA ITEMS**

Member goals, Manager & Treasurer reports.  
March 28, 7:00 pm.

**ADJOURNMENT**

**Meeting adjourned at 12:21 PM**

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

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 03-21-16.

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: MARCH 28, 2016 by D. Cracknell, J. Heberer, K. Womack, B. Hunt.