

MINUTES OF OPEN PUBLIC MEETING

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

7:00 PM

Monday, December 18, 2017

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:05 pm.

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

DAVE CRACKNELL (P) JO ANN HOLT (P) KURT WOMACK (P)

BARRY MCCOY (P) BILL HUNT (P)

Also present: No Members of the Public. **Don Bohlier** for District Management.

1. ANNOUNCEMENTS

Chair Cracknell said we have the disclaimer attached to emails. AFO Manual is delayed, needs to be uploaded after DVWD Attorney signs it. Last Resolutions will be prepared for filing before next meeting.

Cracknell asked about Susan Echenrode clean-up issue regarding easement project, Dave will see the site. Kurt asked if pictures were taken before construction, yes.

We still have to learn use of the Google shared drive with document sharing, will need to resolve. For now, Kurt will continue attaching documents onto new Gmail communication.

2. MANAGER'S REPORT

Don Bohlier presented his report.

A) November Monthly Report:

Total active customers - 748; Total Water Sales - \$15,237.50; Total Base Service - \$31,596.71; Total Tax collected - \$3,075.77 (AZ Municipal tax \$18.26); Total Current charges - \$53,598.77.

Average water bill \$69.82; Total Gallons pumped - 3,374,890; Total Gallons Sold - 2,294,255; Accounted Water Loss - 436,000; Unaccounted Water Loss - 644,315; actual **PERCENT WATER LOSS - 19.09%**. Meters read from 10-20-17 to 11-17-17, 29 days.

Applications 6 owners and 1 renter. Water quality tests were good for total Coliform (two per month).

10-21: 1635 Topaz cracked gate valve 26,000 gallons. 11-4: 5200 Diamond new 1" copper pipe 10,000 gal. it was like an underground lake could have been leaking a long time. 11-6: 1173 Turquoise (at Sylvia) service line blowing about 100 gpm going into the wash and no telling how long it was leaking before someone called it in, 190,000 gal.; reason loss is higher this month. 11-14: 5118 & 5120 Ramada cracked brass fitting, 320 gal. 11-15: 1254 & 1256 Nancy cracked blue poly

service leaking awhile, underground lake, 190,000 gal. 11-8: Flushing at Nancy/Gloria high CL2 20,000 gal.

Drive-by meters 404 installed to date.

Explored at 4800 Gloria for inline valve that was buried, and water main in the easement, and under a driveway, new valve was installed so a smaller area can be isolated.

B) Capital Improvement Projects

4" main is complete in the easement of Nancy/Gloria, added two extra valves for isolation, Pehl came in under budget.

3. TREASURER'S REPORT

Barry gave his November report as follows:

Due to timing it had not been prepared, will give two at January Regular Meeting.

4. CHAIRMAN'S REPORT FROM WATER LOSS CONFERENCE 2017

They had seminars and workshops divided into metering, auditing, and water loss. Dave concentrated on water loss. There were vendors for anything with water systems, such as leak detectors. Handful of states *have been mandated very strict audit reporting* requirements, not yet for Arizona. *Chair would like to look into purchasing some detectors, to do District's own leak detection* (priced around \$700 to \$800 each unit). *Will go into more detail at State Of District address (Jan. 22 meeting).*

Chair Cracknell had to excuse himself at 7:32pm, turned over to Vice Chair J.A. Holt.

5. APPROVAL OF DRAFT MINUTES

A) November 23rd Special Session Meeting.

B) December 1 Workshop/Special Session

Chair Cracknell submitted some revisions.

K. Womack made the motion to approve the revised Minutes; seconded by J.A. Holt.

APPROVED: 5-0.

6. END OF YEAR ROUNDTABLE

Chair did state that he appreciated working with the Board and having him be leader, and looks forward to continuing on reducing the water loss.

Jo Ann Holt appreciated that we work well together.

K. Womack said it's good we aren't at each others throats. His only disappointment is the lack of progress on the proposed Waste Water Improvement District, due to the County. Appreciates Manager Bohlier keeping the system running as well as he has.

Board asked Bohlier how new assistant is working out; good so far, but he will need to start studying manager operations. [M09.11.2017(SSS7.00pm), item 3, M09.25.2017(RM7.00pm), item 4] Don was hoping to retire mid 2019. Elizabeth is his new secretary, got the glitch with drive-by handheld device to computer figured out.

CALL TO THE PUBLIC

No comments.

7. UPCOMING AGENDA ITEMS / NEXT SCHEDULED MEETING

Discussion *issues with* new email, *Executive Session for Records Retention/Destruction*. Pending direct input from Chair.

Jan. 8, 7:00 pm.

ADJOURNMENT

Kurt motioned to adjourn, B. Hunt seconded.
Meeting adjourned at 8:08 PM.

NOTE: [M00.00.2015] Indicates reference to Minutes from previous meetings.

[aa] Robert's Rules Of Order. *Revisions in italics.*

Meeting Minutes prepared by Kurt Womack, Clerk/Secretary and made available on 01-12-18.

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: JANUARY 08, 2018 by D. Cracknell, J.A. Holt, K. Womack, B. McCoy, B. Hunt.