

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, February 26, 2018

CALL to ORDER

Chair Dave Cracknell called the **Regular Meeting** to order at 7:04 pm.

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

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

BARRY MCCOY (NP) BILL HUNT (P)

Also present: Two Members of the Public. **Don Bohlier** for District Management.

1. ANNOUNCEMENTS

Cracknell was planning to attend a budget seminar for districts March 7-8, in California.

Womack had updated thumb drives to give back to board members.

DVWD website has a link for emails to board members on home page.

Cracknell had looked into why Lois Dr. homes have sewer, 1979-80 shows sewer easement in Yavapai Hills, could be more than 7 homes hooked up, still no information about any agreement with Triangle Development and City Of Prescott.

J.A. Holt is about half way looking through boxes of records, estimated about half of the documents can be destroyed.

Board members got Treasurer report printout. *Due to excused absence of McCoy, not on Agenda.*

2. MANAGER'S REPORT

A) January 2018 Monthly Report:

Total active customers - 740; Total Water Sales Revenue - \$16,245.87; Total Base Service - \$31,650.45; Total Tax collected - \$3,149.47 (AZ Municipal tax \$15.83); Total Current charges - \$53,296.98. Total Establishment Fee - \$350.00.

Using the current RVS system, Average water bill \$72.02; Total Gallons pumped - 3,402,040; Total Gallons Sold - 2,434,738; Accounted Water Loss - 100,000; Unaccounted Water Loss - 837,302; actual **PERCENT WATER LOSS - 24.6%**, due to inaccurate data from new remote read system last month due to malfunction with the new software, the December reported loss was 30.67%. [NOTE: see below] K. Womack interrupted to clarify the figures given by Cracknell for revision of Minutes, to understand the difference; it's due to transition of new meter reading system, which has been resolved. Meters read from 12-19-17 to 1-19-18, 32 days.

4565 & 4585 Ramada had black poly service leaking, repaired, 100,000 gal.

Applications 3 owners and 6 renters. Water quality tests were good for total Coliform (two per month).

Drive-by meters 614 installed to date, 126 to go and goal is *to have all drive-by meters installed in two weeks.*

B) Capital Improvement Projects:

4500 Ramada and 1896 Lapis new service line installed. Don has located some potential leaks using detector at some locations, will investigate.

Yavapai County notified Manager Bohlier about them repaving Ramada Drive from highway to the end with 4" cap of asphalt, starting end of March. Don said updating services that go across the street need to be done before this, otherwise the County has a moratorium for cutting into new paving for 5 years (repair of leaks acceptable). Bill Hunt asked if it would cost more if we needed to cut into new paving, Don explained that thicker asphalt to cut adds to cost. Now the problem is all contractors are swamped with work due to building boom. Diamond and Ramada multiple isolation valves need, to be done a.s.a.p.

[NOTE: Manager updated with new data that became available after the meeting provided to Chairman, loss was 23.5%]

3. AUTHORIZATION FOR TESTING OF PRESCOTT VALLEY AND DVWD MASTER METERS

Manager Bohlier has been keeping daily record of the Prescott Valley master meter, and DVWD master meter at the Rose Quartz pump station, handed out copies to board members. He stated there is about a 2,000 gallon difference per day, 60,000 to 90,000 gallons per month. He has inquired about getting tests done. No idea which way the error goes. Womack asked how the test is done; there is a sensor that clamps on to the iron pipe. Prescott Valley told Bohlier they will install a new meter and and back flow valve on their side. Our 3" compound master meter has been in place *for* about 20 years.

Due to not having complete information, tabled for further action next month.

Womack asked what would this show in our loss; about 2% either way.

4. MAP DIGITIZING REPORT

Almost done with "base sheets", will print out, work with Bohlier to finalize known infrastructure. Contract #2 expended about 60% of the budget, 50% complete. Hoping to be complete around September.

5. APPROVAL OF DRAFT MINUTES

A) Monthly Session January 22, 2018.

B) Amend Minutes for March 27, 2017.

Chair Cracknell submitted some revisions. March had duplicate of total gallons pumped and sold. January has loss figures that came in after the meeting.

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

APPROVED: 4-0.

CALL TO THE PUBLIC

Shawn Myers on Nomadic Trails reported high water pressure up to 140 p.s.i. at the hose bibb, also had not been receiving water bills. Don gave explanation for both, will check meter and billing. Womack asked why his pressure is low, Don said Opal Dr. pumps about 50 p.s.i., and adding of homes over the years increased demand without updating pumps.

Patti Michelle Sheoffer asked if we are a cooperative. Board gave basic description of a district. Asked about percent of error regarding item 3, what the rating of our meters are.

6. UPCOMING AGENDA ITEMS / NEXT SCHEDULED MEETING

Regular Meeting, usual reports, updated Emergency Operations Manual, testing of PV and DVWD master meters.

March 26, 2:00 pm.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 8:04 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 03-30-18.

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: _____ MARCH 26, 2018 _____ by D. Cracknell, J.A. Holt, K. Womack, B. McCoy.