

MINUTES OF OPEN PUBLIC MEETING
BOARD OF DIRECTORS
DIAMOND VALLEY WATER DISTRICT OFFICE
(FORMERLY KNOWN AS LEGAL SHIELD BUILDING)
1277 N. RHINESTONE DR., PRESCOTT, AZ

10:00 AM
Friday, January 18, 2019

CALL to ORDER

Chair Dave Cracknell called the **Special Session** to order at 10:00 am.

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

DAVE CRACKNELL (P) JO ANN HOLT (P) KURT WOMACK (P)
BARRY MCCOY (P) DAVID MASON (P)

Also present: No Member of the Public. **Don Bohlier** for District Management was in attendance.

1. ANNOUNCEMENTS

Chair Cracknell reported on Jan. 11 that he and K. Womack and J.A. Holt had reviewed the records for Retention or Destruction, and in the near future asked if he needs to attend the final culling, not necessary. District Attorney Kozak can be consulted if required.

D. Mason asked about the building lease; Chair Cracknell said the status quo is still month to month. Won't know what to do until a new owner exists.

2. ELECTION CERTIFICATES / OATH OF OFFICE FOR DAVE CRACKNELL AND DAVID MASON

David Mason presented his Certificate that has already been filed with Yavapai County. K. Womack read the Oath to Dave Cracknell and David Mason to affirm their duties.

3. JO-ANN HOLT APPLICATION FOR VACANT BOARD SEAT EXPIRING 12/31/2022

Jo-Ann Holt presented the only application to fill the vacant seat. She has served since 2015. Chair Cracknell stated that she is willing to serve the interim, D. Mason asked what "the interim" means, Dave said as long as she *wants* to serve.

B. McCoy made to motion to accept Jo-Ann Holt's application; seconded by K. Womack.
APPROVED: 4-0. Cracknell - YES, McCoy - YES, Womack - YES, Holt - ABSTAIN, Mason - YES.

4. ROUNDTABLE DISCUSSION BOARD MEMBERS GOALS FOR 2019

Jo-Ann Holt: Her personal goal is to get all the old files gathered up and purged, and get the Office cleaned up and in order. Kurt said thank you. Wants to continue the goal of reducing our water loss.

David Mason: Since the DVWD website is a reflection of the Board, can see some things need to be cleared up, such as the day of our meetings needs to be corrected. Chair Cracknell asked if Manager Bohlier is willing to have D. Mason help on improving the website; Don said yes! He also wants to see the water loss go down, saw that it had gone down but suddenly went back up. He also had tested his new water meter by running 20 gallons, and found it was off 3.5%, and is concerned some of the loss is because of inaccurate meters. Manager Bohlier said we have a 5 year warrantee on the new meters, that if we can show they are inaccurate, will be replaced for free, the supplier has upgraded some from "LP" to the better "Model 25" since the LP has been discontinued; 757 meters have been replaced by our radio read upgrade program. K. Womack asked if it's fair to test using 10 gallons; Don said it's the standard procedure. D. Mason volunteered to help test meters.

Barry McCoy: Going to continue to work with DVWD Accountant Crandall to improve the accounting process, if any other Board members have input for the his Reports, to please let him know. Working with Yavapai County is still an issue, getting taxes and interest information is only about 01% of the budget, but is a problem for his reports.

Kurt Womack: Started in November 2014, when Richard Parker addressed the Board about the possibility of annexation into Prescott Valley. Has learned about the frustration of working with government, what he had hoped for as a goal was shot down. At this point, is good with being the Secretary documenting what has been going on. In April 2015 we had 678 customers, December 2018 had 748 customers. Wanted to acknowledge that Don Bohlier has been doing a great job considering what he has to work with, has more experience about our system than anyone other than the two gentlemen who ran the original Triangle Development company. Back in September 2017 Don expressed the possibility about the transition in the future to a new Manager, so Kurt wanted confirmation for what Don's future plans are. Don stated that his long-range plan is to continue at least two more years, wishes to continue improving the system, has replaced 300 service connections since 2015; Kurt knows replacing services was a top priority. Kurt thought chasing ghosts was the goal, and hopes to find the big ghosts soon. Feels his best contribution is to continue as Secretary, and Dave's spell checker.

Dave Cracknell: A primary goal is to have digitized maps within six months if not before. Get the water loss down. Need to start looking at long-term budgeting, that will also help future Board members to continue, need to consider possible loans. Wants to update Standards & Details, but only when new projects are due to commence.

5. ADMINISTRATIVE

A) Approve Minutes for Monthly Meeting December 20, 2018.

Chair Cracknell had some minor revisions, but did not review all the numbers.

K. Womack made the motion to approve amended Minutes, seconded by B. McCoy.

APPROVED: 4-0. Cracknell - YES, McCoy - YES, Holt - YES, Womack - YES, Mason - ABSTAIN.

No Call To The Public.

6. NEXT MEETING PREVIEW

Monthly Meeting, Secretary/Clerk Womack will transfer CY2018 Agenda/Minutes to Board member thumb drives, annual state of the district address, regular reports, Manager will have a year end report, finalization of Newsletter.

January 24, Thursday at 7:00pm.

Chair asked to Suspend the Rules, to return to Announcements.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 10:35 AM.

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 01-25-19.

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 24 , 2019 by D. Cracknell, B. McCoy, J.A. Holt, K. Womack, D. Mason.