

MINUTES OF OPEN PUBLIC MEETING

BOARD OF DIRECTORS
STEPPING STONES COMPLEX
6719 E. 2ND ST., ROOM #2, PRESCOTT VALLEY, AZ

6:30 PM
Thursday, September 19, 2019

CALL to ORDER

Chair Dave Cracknell called the **Special Session** to order at 6:30 pm.

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

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

Also present: No Member of the Public. **Don Bohlier** for District Management was in attendance, and John Sullivan from DVWD Account Crandall's office.

1. ANNOUNCEMENTS

Lapis project needed survey done, mid next month should get rolling on getting bids.

J.A. Holt has room reserved at Stepping Stones for October *meetings*.

Schumacher attended Small Water Operator Systems workshop put on by Debra Patton of RCAC / *Environmental Services*, gave him so much good information about what it takes to run a water system, appreciates what Don has to do, recommends other Board members attend.

2. APPOINT MIKE SCHUMACHER TREASURER BOARD OF DIRECTORS

Mike has been training with J.A. Holt, and knows who to work with at the bank.

Chair Cracknell made the motion to appoint Mike Schumacher as Treasurer, seconded by J.A. Holt.

APPROVED: 3-0. Cracknell - YES, Holt - YES, Womack - YES, Schumacher - Abstain.

3. UPDATE DVWD WEB DOMAIN NAME CHANGE (John Sullivan)

John Sullivan brought his "hot spot" so we could test sending emails, K. Womack confirmed using his laptop, and Cracknell and Holt on their phone. There was a glitch in transition when Womack sent the Minutes, that's why the long delay getting posted on the DVWD website.

Womack wanted to confirm that the contact portal on the website works, yes inquiries go to Manager and Chair.

4. BILLING PROCEDURE REVIEW

Cracknell asked Bohlier if bills are still going out by mail, and email statements which customer can sign up for; yes. The old Foothills bank account still needs to be active in case Payclix is used

for payments. There were some bugs with the new billing software, could be running by October billings, but expect December should be online at the latest.

5. WEBSITE

Cracknell wanted to review continued operations, updates, charges with Sadie Sarti Design Co. for continued website maintenance. Manager Bohler has been posting the Agendas and Minutes with only one issue that was resolved by Sadie. Website had not been updated, but that was due to lack of activity, it's been done. Womack asked if there is any change, is there a motion to make. Don said it was no problem to have his office continue posting Agenda/Minutes, why pay for that?

Agreed by consensus to continue.

6. ADMINISTRATIVE

A) Approval of Regular Meeting Minutes August 23, 2019.

Womack wanted to point out that some figures on the Treasurer's report were different from month to month; John Sullivan said the day of month of the report, and end-of-year financials, has some costs come in later. Schumacher said his observation *their accounting* the past three months looks really good.

K. Womack made the motion to accept amended August 23, 2019 Minutes, seconded by J.A. Holt. **APPROVED:** 4-0. Cracknell - YES, Holt - YES, Womack - YES, Schumacher - YES.

CALL TO THE PUBLIC



7. NEXT MEETING REVIEW

September 26 at 7:00pm. Chair Cracknell suggested we invite our new County Supervisor Mary Mallory.

ADJOURNMENT

Adjourned by consensus.

Meeting adjourned at 7:26 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 9-26-19.

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 1150 N. Opal Dr., Prescott, AZ 86303 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: contact-us@dvwdist.com

APPROVED ON: SEPTEMBER 26, 2019 by D. Cracknell, J.A. Holt, K. Womack, M. Schumacher.