

Granite Oaks Water Users Association
Board Meeting Minutes
Meeting of May 22, 2019

Approved June 26, 2019

THOSE PRESENT

BOARD MEMBERS

Contract Staff

Jim Bricker, President Claire Hutt, Vice President John James, Treasurer - Absent Bonnie Pearson, Secretary Ken Nelson, Board Member- Absent Daryl Mathern, Board Member Gerry Garcia, Board Member– Absent

Bob Busch, Manager, GOWUA Allen Kaplan – Accountant Bruce Eldredge – MDI Taxes & Accounting Derek Scott- A Quality Water Co.

Guests: Matt Bornyasz, Granite Oaks Estates.

1. The meeting was convened at 9:00 am by President Jim Bricker. .

2. MINUTES BOARD MEETING OF APRIL 24, 2019.

There were comments concerning the correction of several typographical errors in the text of the minutes.

Motion: Claire Hutt moved to approve the minutes of April 24th with the corrections noted. Daryl Mathern seconded. Motion passed unanimously.

3. REPORTS:

3a. Financial Report

Allen Kaplan handed out a summary of financial data for January through April of 2019. He reported that water sales of \$59,000 year to date are \$5,000 less than last year. Expenses are at \$69,000 year to date, an increase of \$7,000 from last year. Fortiline training and Civiltec engineering fees were the large expense items. Net income for year to date is a loss of \$10,000 vs a profit of \$2,000 a year ago.

There was a discussion about the number of customers Allen reported. It was determined that the number of customers he reports comes from the Customer Report that counts the number of meters read in the month, which includes both an incoming and outgoing customer at the same property when service is transferred.

Allen noted that no interest has been reported year to date on the New York Bank CD. It was determined that the bank may not post interest monthly.

3b. Operator's Report

Derek Scott reported that the meter reading went very well this month. He reported that he is working with Grundfos on the programming issue in the control panel, Apparently the condition that caused the brief pump shutdown a few weeks ago can be corrected by a change in a PLC inside the cabinet. Grundfos is working with John Patton of EnviroTech to provide instructions on programming the change.

Derek reported that the meg test of the Glenshandra well indicated the well is not in good condition.

There was a discussion about the three meter boxes for the two properties on Fair Oaks. There is a new meter now serving one property with a well and the other two meter boxes are locked out. There are wells serving the two properties.

3c. Report from MDI

Bruce Eldredge reported that he has received a notice of renewal from the ONE CALL NOW system. The renewal is effective in June. He has not received an invoice as yet.

Bruce also reported that his office assistant, Rachel has left MDI and Melissa is the new employee and she is getting trained on the systems and procedures.

3d. Managers Report

Bob Busch reported that unaccounted for water was approximately 5%, down from previous months. We had 27 customers using more than 30,000 gallons this month. He received only one call from the high user list.

Jim Bricker asked about the delinquent account list. There are a high number of customers on the list, and he asked if the past due customers were paying. Claire Hutt asked if past due accounts received a notice. Both Bob Busch and Bruce Eldredge confirmed that the second past due triggers a shut off notice. (Bruce Eldredge reported later in the meeting that so far, all but four customers on the list have paid their bill.)

Cleaning of the tanks is tentatively scheduled for Friday of this week.

Bob reported that the Annual Certificate of Disclosure was sent to the Arizona Corporation Commission as required- after some frustration with the ACC website.

Bob stated he has contacted the Central Yavapai Fire Authority regarding using the fire station for the GOWUA Annual Meeting. If the Board wants to hold the meeting at the fire station, he will finalize arrangements. A \$25.00 fee is required.

Derek Scott commented about similar frustration with obtaining MAP test results to complete the annual CCR due by July 1st. MAP data can no longer be sent to the system operator without a request or approval from a water company official. Bob Busch stated that just yesterday, he sent an email requesting the release of the information to A Quality Water.

4. OLD BUSINESS:

4a. Action Items:

All action items have been completed except:

Action Item: Derek Scott will get an estimate for leak detection equipment.

In connection with the action item to place a candidate solicitation notice, that the insert include names and phone numbers of Board Members and a place to enter their name to show interest.

Action Item: Bob Busch will arrange to have a bill insert this month with contact phone numbers and a place to sign if interested in serving on the Board.

4b. Discussion of refurbishment of Glenshandra Well.

Derek Scott reiterated that the test on the Glenshandra well indicated that the well is not in good condition and could fail at any time. He said he was confident that the Deerfield well could carry the system if necessary.

Claire Hutt suggested that we should move forward now to get bids.

Richard Aldridge indicated that if GOWUA waits until the well fails, GOWUA is subject to the bidding climate at the time, and also the time lost to produce a bid package and award a contract.

There was a discussion about the time required to do the work. It was the general opinion that at least two weeks would be needed to do the work.

Responding to a question from Jim Bricker, Richard Aldridge stated that proceeding now would involve putting out a bid package, including the spec, to well drillers and obtaining bids. A schedule could be requested as part of the bid. At least a couple of weeks would be needed to put out a request for bids.

Bob Busch suggested that the bid request include a chemical treatment as a alternate so that it could be done if needed without additional delay.

There was a discussion about potential well drillers that could do the work. Several firms were mentioned: McGee, Del Rio, Drill Tech, Jim Williams were among those mentioned.

Richard Aldridge mentioned that the equipment needed are not long lead items, and two weeks is about all that is needed to obtain bids.

Motion: Bonnie Pearson moved to authorize Civltec to prepare a bid package and to send it out for bids. Daryl Mathern seconded. Motion passed unanimously.

5. NEW BUSINESS:

5a. Annual Shareholder Meeting

Bob Busch asked for and received confirmation that the meeting would be held at the Fire Station on the Outer Loop Road. The meeting would be on Saturday, July 27th.

Having an outside speaker was discussed.

Action Item: Bonnie Pearson will check with CWAG to see if a speaker might be available.

There was a brief discussion about the start time for Board Meetings. It was the consensus of the Board to keep the 9:00 am start time.

There being no further business, the meeting was adjourned at 10:00 am.

Next meeting will be Wednesday, June 26, 2019 at Post Oak, 9:00 am.

Minutes transcribed by Bob Busch

Submitted By:

Secretary