

Granite Oaks Water Users Association
Board Meeting Minutes
November 18, 2009

Approved 1/27/2010

THOSE PRESENT

Board Members

Jim Peoples, President
Rusty Miner, Secretary
John James, Treasurer
Ken Mino, Director
John Monroe, Director

Not in Attendance
Dirk Stringham
Dave Kramer

Contract Staff

Bob Busch, MDI
Mike Young, Fann Environmental
Jim Muylle, Fann Environmental
Allan Kaplan

Guests:

Charles Cook, CYFD
Duane Gann, Shareholder

The meeting was convened at 8:00 by President, Jim Peoples

The meeting began with a brief overview of Central Yavapai Fire District operations by Fire Marshall Charles Cook. He explained that all fire hydrants are on a 5 year maintenance plan, with each hydrant being checked every year and flow tested once every 5 years. The annual check consists of turning the hydrant on full flow, then turning it off, checking gaskets, etc, and painting. This uses from 500-700 gallons. The flow test involves opening the hydrant and checking flow. Usually 1,500 to 2,000 gallons is required for a flow test.

Mr. Cook explained that CYFD is now trying to schedule GOWUA for testing during the fall months. They are also calling ahead to advise of testing, although if the unit receives an emergency call, testing will be aborted.

In response to a question, Mr. Cook explained that hydrants need to be fully opened when tested to remove any dirt or sand deposits from the line and valves. He stated that when originally placed, CYFD requirements were 1,000 ft. spacing and 500 gpm flows. Now their requirements are 500 ft. spacing and 1,000 gpm flows. GOWUA meets the new requirements with the addition of hydrants in the last several years.

During the discussion, he was asked about the erosion at the corner of Greenbrier and Live Oak caused by a recent hydrant test. Soil at the street and around the concrete collar for the hydrant shutoff valve was washed away, leaving part of the concrete collar exposed and unsupported. Mr. Cook stated he would look into it and have it repaired.

He explained that maps of all the areas are carried in CYFD fire trucks. The maps show the location of all fire hydrants. In addition, all hydrants are located via gps, and once all engines are equipped with the mobile terminal, locations will be found electronically.

Mark Lubolt is the scheduler who issue the master hydrant testing schedule.

A question was asked about ambulance service. Mr. Cook explained that when an CYFD is called, the call also goes to a private ambulance service. The ambulance is dispatched in case it is needed for the emergency. CYFD does not transport persons to hospitals or emergency centers. The private company is there to provide the service (at a cost) if needed.

Board members thanked Mr. Cook for his participation and attendance.

1. Minutes of the Previous Meeting

Jim called for comments on the minutes. Rusty stated he made a comment on the draft minutes, but did not think a revised set of minutes was distributed. The only correction was a notation that Ken Mino did attend the meeting but it was not noted.

Motion: John Monroe moved to adopt the minutes with the change noting Ken Mino was present. Rusty seconded; motion carried.

2. Financial Report

Allan Kaplan reported that revenue was down about \$16,000 from budget and expenses are about \$12,000 under budget year to date, so operating income is down about \$4,000 from budget. When interest is considered, Net income is only about \$3,000 under budget.

Operating revenue is about \$7,000 less than a year ago. Water use is down too. Expenses are up about \$8,000 from a year ago, due to Water Testing, Outside Services-Other and Purchase Pumping Power being higher than a year ago. Net Income is about \$14,000 less than last year at this time.

Cash balance has increased from January 1st by \$49,129.

John James reported that a CD matured on November 9th. After consulting with board officers, he withdrew funds from the Corporate Account and along with the mature CD funds, invested in a \$50,000, 3-year CD through Edward Jones yielding 2.4%.

3. Operator Report

Jim Muylle stated that a new chlorine backup pump and batteries for the Deerfield well were purchased after a discussion and approval from Bob Busch.

He recommended that separate housing or shed be provided for storage of chlorine now kept in with chlorine pumps. There was general agreement by board members, and Fann was directed to purchase an appropriate storage shed. (Resolution 2009-6 was adopted in July, 2009 authorizing Fann Environmental to spend up to \$1,000 on a storage shed.)

Jim also recommended that the wood "boxes" covering the tank valves be replaced, as they are not in good condition. Board member generally agreed.

Motion: John James moved to authorize Fann Environmental to purchase necessary materials and replace the tank valve coverings. Seconded by John Monroe; motion passed.

Mike Young reported that Jeff Deming has left Fann Environmental, moving to Scottsdale. With Jeff's departure, Fann will be assigning Wade Randolph to the GOWUA account to assist Jim Muylle. Mike assured the board that he and Jim are less than 40 minutes away and there are 5 Fann personnel on the emergency dialer.

After a question from Duane Gann about whether the Cla Valve at Glenshandra was operational, Mike Young agreed to check it out.

Action Item: Fann Environmental will check the operation of the Cla Valve at Glenshandra.

Action Item: Fann will include the well static level readings in their monthly report so it will be easily available to board members.

4. Managers Report

Bob reported that unaccounted for water has increased since August when it was slightly over 2%. In September and October, it was 4.55% and 4.07% respectively. Fire hydrant testing is likely the main reason.

He reported that in response to a service inquiry from a resident at Williamson Valley Rd. and Bard Ranch Rd., the property owner was advised they were outside GOWUA service territory, and the Company could not extend service per ACC Regulations. The property owner was referred to the ACC if they wished to formalize a request.

An approved backflow device list was provided to board members. Bob suggested that the list be added to the Policy Book. Rusty asked whether there was a password to access the USC Foundation website.

Action Item: Bob will prepare a revision to the Policy Book to incorporate the list of approved devices and present to the board for adoption.

Action Item: Bob will check to see there is a password available to access the site.

Bob reported that MDI was due for an increase in September 2008. The increase was not billed at the time, but a bill for the increase amount from September 2008 through September 2009 was presented. The bill amounted to about \$1,500.

A draft budget was included with the board packet that was sent out yesterday. Bob passed out additional copies.

A proposal for annual testing and service of the three generators was received from Gen Tech. The proposal, totaling \$3,021.71 includes load testing all three generators, oil changing, service and inspection.

Motion: John James moved to adopt resolution 2009-8 accepting the proposal from Gen Tech for annual servicing the three generators (\$3021.71) . Rusty seconded; motion carried.

Bob reported that new service packets have been sent to new customers, (3 or 4 so far). New customers are automatically scheduled for a conservation consultation. Customers connecting during the winter are advised that they will be put on a list and scheduled when the program resumes in the spring.

4. Old Business

4a. Action Items

Open items:

Action Item: Fann Environmental will be responsible for arranging for checking motors periodically and graphing the results to help determine when motors are susceptible to failure. Ongoing.

Action Item: Dirk will suggest to Jim Peoples that a committee be established to deal with the issue (generator noise at Post Oak) and recommend a solution to the board. (see below)

4b. Generator Noise/Post Oak

Jim Peoples reported that he met with the remaining neighbor of Post Oak (Terry Lewis). Although Mr. Lewis did not seem to find noise from the generator to be a problem, he did feel it would be nice to build a fence to help cut down noise. All neighboring owners like the idea of additional screening to reduce sound level.

After further discussion, Jim Peoples agreed to organize a meeting of the parties, including Fann Environmental to try to arrive at a recommendation for the board.

Action Item: Jim Peoples will meet with Fann Environmental and neighbors of Post Oak to reach a recommendation for the board's consideration.

There being no further business to discuss, Jim Peoples called for a motion to adjourn.

Motion: Ken Mino moved to adjourn; John James seconded; motion carried.

The meeting was adjourned at 9:25a.m.

Next meeting: Wednesday, January 27th, 8:00am – Post Oak Site

Minutes recorded by Bob Busch

Submitted By:

Secretary