

Rim Trail Domestic Water Improvement Special District Board Meeting Minutes

January 27, 2022

Held via Zoom.

Approved Meeting Minutes on 4/16/22

**1.** The meeting was called to order at 6:00 PM

**2.** Roll was called – Chairman Bruce Johnson (BJ), Treasurer Ray Tanner (RT), Secretary John Tanner (JT), Vice Chairman Will Regg (WR) were present, Parliamentarian Jeff Manley (JM) joined later, and a quorum was established.

New District Manager: Mario Ascoli (MA)

Public: Judy Scott, Jesse Richardson, and Harry Jones

**3.** Approval of minutes as revised on 1/23/22 of prior meeting on November 17, 2021. JT motioned to approve minutes as written, WR seconded the motion, motion passed unanimously.

**4a.** RT presented the Treasurer Report: RT explained he is still working on confirming Depreciation schedule going back ten or fifteen years and he still has additional assets to add to it, example Well #4. MA is still going thru DA's original files to locate them and will get those back to Ray. RT pointed out Depreciation will not be in current numbers he is sharing with us. RT reported on Income side thru 12/12/21 for last 6 months was \$41,501.52 vs. Budget amount of \$41,050. On the Expense side, the Administration it was \$12,524 vs Budget of \$15,352. On Water Operations we were \$18,856 vs Budget of \$18,860. Adding in Interest Income we come up with a Total Net Profit of \$10,167 vs Budget of \$7,437. Keeping in mind we have about \$177/month added in depreciation that is not included at this point. Balance Sheet side of it, the Cash position last year 12/31/20 was \$75,635 vs end of this year was \$75,387.

**4b.** District Managers Report by MA: There was one property ownership changed at 481 Belluzzi Blvd. There were two blue stake requests near Ranch Rd and one near corner of Bridge Rd and Rim Trail Rd. MA shared some current projects that we should plan on getting completed: 1) Install Juli Vbrock meter, need to elevate meter box and pipe size issue for connection and timing for March or May. 2) Fix Leak at McCarver's House caused by livestock. 3) Fix Leak at Well #3 caused by livestock. 4) Install AMI Meter for Beluzzi Main Line: Must wait for Spring because of cold weather, this is main line and important meter to have to detect leaks from that line to Sierra Vista. 5) Install pump at Draw station for Water Treatment Plant: We have purchased pump (1HP?) and need help on finding a good welder to help us with that and also need to assess river flow and possible damage to the line if river floods. 6) Add larger concrete meter box at Mark Pond's driveway: need to prevent damage to our main line. Meter is susceptible to vehicle traffic and need to make sure it can handle the load.

MA reported on Ongoing Projects to consider: 1) WIFA WTK Tank Replacement: MA has 3 bids and intends to get a 4th bid. There are several conditions to 2) WIFA AMR/AMI Meter Installations: Currently has 3 bids. Need to add cost of material and time for shutoff and back flow valves. Need to contact Jordan Miller to partner on meter acquisition and customer support. (MA suggested AMR/AMI because he was considering the AMI options because of its internet communication but it has since proved cost prohibitive. The AMR meter does have a Internet Node we can use that we may consider). Jordan Miller (JM) recently told MA that The Mueller Brand Meter that we use, Mueller is stopping the customer support with Fergusson and JM asked if we would like to continue the customer support with Fergusson. Fergusson has done a good job for so far and MA recommends we continue that support with Fergusson. JM has a good supply of the meter currently for us to use when we get ready to install them. WR asked about the support issue with the AMR meters and if it was a support contract with Fergusson? MA indicated it would be a support contract and that we will have to consider that when we address obtaining and installing the meters and decide on whether we go with Fergusson, Mueller or some other meter or company. WR concern was support on a piece of hardware that is 100% replaceable and maybe better to obtain ahead a time some extra meters that we could replace on our own based on the expected failure rate on something like this. MA confirmed and will verify this information with Ferguson and what are the CS concerns. 3) Well 2 and 3 AMR/AMI meter replacement: Need to contact Jordan Miller for pricing. This was on MA's report but not discussed.

MA presented Future items to consider: 1) Run turbidity test on WTP: Need to adjust water flow from draw station and see if that changes turbidity in plant. May need engineer to look at material in filter tanks to see if it is stable. 2) Install Booster Pump Well #3: Need to add new existing pump to the line. May have issue with rusted bolt. May need to order new pump fins. 3) Test Generac generators at Well #3 and WTP. Need to make sure they are still operating correctly. Yearly Maintenance. 4) Talk about Chlorine tanks inside wells. These are causing corrosion to metal in the buildings. 5) Pressure tank at WTK Tank. Need to keep 20 psi to the residents. 6) Pressure Tank at WTP/Harvest Main Tanks. Need to keep 20 psi to the residents. 7) Pressure Level Sensor on all tanks. Used to automate the system and have better monitoring of water supply, especially during the summer months and winter because of line breaks.

8) Automatic switching of wells. Used to automate the system and have better monitoring of water supply, especially during the summer months and winter because of line breaks. 9) Re-plumb Well #'s 2 and 3. Need to look at possible issues that could arise because of current lines. We have some tiny leaks that we may want to correct in the future. MA took questions on these items: WR asked we are still cycling Well #2 and #3 regularly, MA answered yes, Well #4 is our main supply and Well #2 is picking up slack on weekends and Well #3 is servicing the WTK tank but it is not running all the time, it has a cycle that goes every day up there. No more questions:

4) Working on Chase Business Banking to secure credit card and re-initiated our ACH access to the online banking with our bank representative: BJ reported that we are a week or two away from getting bank card signatory for RT and BJ and adding MA name on account for signatory.

**5a.** WIFA Loan update and project status: MA reported he had talked to Lindsey at WIFA and she said when we are ready to go, just go thru the process that we did for WTK line and refurbishing of main tank. MA has the bids and waiting on one for WTK tank and once we have that we will get posters up, get our cost in line with budget. MA would like to get it started before summer. People are asking about the meter installations and MA will be working on both these right away. BJ asked MA about timetable for these and MA indicated he would starting first of February to get going on these – he is concerned about supply chain issues with US steel and making sure contractors have plan for access to WTK tank replacement. MA added he wants to assure we can provide adequate water supply during the tank replacement. WR asked MA to verify if all the quotes for the tank are a 10,000-gallon tank? MA said yes but he would like to see if we could get a little bigger that would be nice.

**5b.** Pressure tanks at WTK and WTP/Harvest Main Tanks: MA pointed out the issue here is the size of the lines and trying to increase the pressure on top without increasing the pressure on lines down the line. Looking at 5-6 homes to resolve the pressure issue there and assure we are getting 20 psi at those homes. BJ noted there are two different systems to consider 1) booster pump and pressure tank system and 2) on demand individual pumps. We are considering on demand individual pumps booster pumps for each of these residents because several houses stay vacant for a while.

**5c.** Installation of intake pump at lift station: MA discussed this earlier in Current Projects

**5d.** Replacement of bulletin board enclosure: BJ has been working with Ed Hunter (who has sign business) and EH is going to order a double wide outdoor type enclosure that is water proof and install to two 4x4 PT post and he should have them soon.

**5e.** Policy on 'distribution system upgrade': RT pointed out that he has lived in his neighborhood since 1949 and he still has the original lines, and he is not sure what the City of Phoenix (COP) does in determining when to replace lines and they are probably repairing lines in his area once or twice/year. RT thinks it would be worth checking with COP on when they determine time to replace lines. In the past there has been discussion of a wholesale replacement of our lines for around \$800 thousand. RT is sure many of the lines underground are still in good shape and we need to decide on a what is necessary. We need to take the mapping information that DA had been updating with his repairs, identify the types of pipes we have and where they are, and the areas that are most in need of replacement if any. BJ suggested to assigning a committee to research this and establish a plan. BJ volunteered to be on the committee, WR and MA also agreed to be on committee. So, BJ, WR and MA will form a committee to look into distribution system policy.

**5f.** Insurance policy renewal: RT indicated a couple of years ago we changed insurance companies and saved a couple of thousand dollars/year. It was RT that suggested to DA to get additional pricing on it. The current company we use now specializing utility type policies and one of the nice things about it combines the policy for the officers and directors plus the assets of the water company and the liability of the water company. RT recommends that we get additional insurance quotes to find out if there is any savings there. JM agreed to investigate additional insurance quotes and review the suggested policies to make sure it is the insurance that would properly cover (RTDWID), its liabilities, Board and Directors. MA will send current policy to JM and RT suggested only giving the declarations page and block out the premium.

**6.** Call to the Public for non-agenda items: No additions questions from JS, JR or HJ.

**7.** Call to Staff and Board Members for non-agenda updates and recommended topics: RT mentioned that there were several items at previous board meetings we agreed to put on this meeting agenda. BJ reviewed and one item was cost of check valves on who was going to pay for it – owner or WD. MA verified added that check valves cost about \$25/ea. And ball valve at same price. Additional boxes would be \$33-37 and lids about \$33 each. BJ indicated there was a suggesting on tour of district wells and we could not add that because it was a Zoom meeting. BJ: one thing we did not add was what the District is obligated to share with the public regarding contracts. JM read on it is that we can provided MA contract to public, it is not a privileged item. JM suggested putting on next agenda is posting notices, agendas and access to records and minutes.

BJ indicated to HJ if he could get back to him on what he would like to talk about and what information you need. RT would like to see Board do, at conclusion of meeting, the Board state what it is they would like to see on the next meeting agenda. It should be stated by name of person recommending it and what recommended item is, if discussion is necessary, we discuss if it is worthy and have it in the minutes. This way it is more organized and easier to plan. BJ summarized RT suggestion agreed going forward we can add future agenda items at Item 7 of the minutes. With that being said: Items to consider for next Board meeting –

1. Update on Bulletin Board replacement
2. Confirmation off required information available to public
3. Verification of proper Posting of minutes, agendas and access to records and minutes
4. Status of WTK tank replacement and AMR meter installation timing
5. With known cost of check valve, ball valve meter boxes and lids – a determination needs to be made on how many and who needs the additional shup-off valve and check valve and the Board need to decide on who will pay for this – the owner or District.
6. Report if available on Water Distribution system upgrade policy: BJ, WR, MA
7. Schedule tour of our District wells and other neighborhood districts and see how they operate what kind of plants they use.
- 8.

**9.** Schedule for next Board meeting at Water Wheel FD: BJ briefly discussed and suggested 4/9 or 4/16 at noon. Board to get back individually in next week or so and confirm date the works best.

**10.** BJ called for a motion to adjourn. WR motioned to close and JM second the motion. Motion passed unanimously. Meeting adjourned at 7:25 PM