

PINETOP-LAKESIDE SANITARY DISTRICT

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**REGULAR SESSION
MINUTES**

November 13, 2019

1. CALL TO ORDER

Board Chairman Whittle called the Board meeting to order at approximately 6:00 PM.

2. OPENING CEREMONY

Board Member Meier led the Board, Staff and Legal Counsel in the Pledge of Allegiance.

3. ROLL CALL OF BOARD MEMBERS

Present were: Neal Whittle, Board Chairman, Patrick B. Place, Board Vice-Chairman, Christopher C. Kengla, Board Secretary, Diana W. Butler, Board Member and Paul W. Meier, Board Member. Staff Members present were: David J. Smith, District Manager, Mark Heberer, Finance Manager, and Marcia Theiner, Accounting Clerk II, William R. Whittington, Legal Counsel for the Governing Board.

4. CONSENT AGENDA

Board Member Meier made a motion approving the Consent Agenda, as presented by Staff for October 2019. Board Member Place seconded.

Motion passed unanimously.

5. CALL TO THE PUBLIC

Board Vice-Chairman Place read the Call to the Public statement and opened the Call to the Public at approximately 6:03 PM.

There was not a response: therefore Board Chairman Whittle closed the call to the Public at approximately 6:15PM.

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Chairman Whittle did not have a report.

Board Secretary's Report.

Board Secretary did not have a report.

Manager's Report.

Update – Collection System Departments activities.

The District Manager reported that the Collection System crew cleaned 24,100 linear feet of sewer line, televised 22,300 linear feet, 132 manholes inspected while televising lines.

Update – Plant Department activities.

The District Manager reported that the average daily flows for the month of October were 0.72 mgd; organic removal was at 97%, nitrogen results 2.6 mg/L. Composting Facility received 35 tons of cardboard/paper from Waste Management. Compost produced 57 tons. The District sold 8 yards of compost.

The District Manager's Reports concluded.

Accounting Report

The Finance Manager reported the District has approximately 8,278 connections.

The Finance Manager reported expenses are in line. Payroll will be going back down with Executive Assistant Linda Lionberger retiring at the end of the year. The District will have 16 employees not 17.

The Finance Manager reported E-Bill is progressing reducing the number of bill cards mailed quarterly.

The Finance Manager Reports concluded.

7. BUSINESS

A. Discussion and possible action regarding land application of the District's Biosolids.

By consensus there was no action taken.

B. Discussion and possible action regarding the Rotary Biomixer and the demolition or possible sale of the equipment.

By consensus there was no action taken.

C. Discussion and possible action regarding the cost of new and used equipment for composting Biosolids.

Board Member Meier motioned for the District Manager to purchase Roto Tub Grinder not to exceed \$22,000 and Roto Mixer not to exceed \$58,000. Board Member Place seconded.

Board Member Kengla motioned for the District Manager to purchase the appropriate tractor not to exceed \$65,000. Board Member Place seconded. After further discussion Board Member Kengla amended the amount to purchase not to exceed \$74,000. Board Member Place seconded.

Motion passed unanimously.

D. Discussion regarding the cost of building improvements to proposed Belt Press equipment and Administration buildings.

By consensus there was no action taken.

8. FUTURE AGENDA ITEMS

Board Chairman Whittle requested that the following Agenda items were scheduled for the Board Meeting of December 11, 2019.

- A. District Manager's annual appraisal.
- B. Rotation of Board for January 2020.

Board Chairman Whittle directed the Board Members that if they have any items for the Agenda to contact the District Manager.

9. ADJOURNMENT

Board Chairman Whittle adjourned the meeting at approximately 7:40 PM.

Adopted and approved this 11th Day of December, 2019.

c/c Neal Whittle
Neal Whittle, Board Chairman

