

PINETOP-LAKESIDE SANITARY DISTRICT

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**REGULAR SESSION
MINUTES
July 8, 2020**

1. CALL TO ORDER

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

2. OPENING CEREMONY

Board Vice-Chairman Kengla led the Board, Staff and Legal Counsel in the Pledge of Allegiance.

3. ROLL CALL OF BOARD MEMBERS

Present were: Patrick B. Place, Board Chairman, Christopher C. Kengla, Board Vice-Chairman, Paul W. Meier, Board Secretary, Neal Whittle, Board Member. Staff Members present were: David J. Smith, District Manager, Mark Heberer, Finance Manager, Marcia Theiner, Accounting Clerk, and Amber Wright, Accounts Receivable.

Excused: Dianna Butler, Board Member

Legal Counsel for the Pinetop-Lakeside Sanitary Board attended by conference call.

4. CONSENT AGENDA

Board Secretary Meier made a motion approving the Consent Agenda, as presented by Staff for June 2020 bills and invoices... Board vice-Chairman Kengla seconded.

Motion passed unanimously.

5. CALL TO THE PUBLIC

Board Chairman Place read the Call to the Public statement and opened the Call to the Public at approximately 6:02 PM.

Donna Sherwin addressed the Board complimenting District Manager Smith on the update to the composting tab on the District's website. Ms. Sherwin also inquired if there would be an Open House at the District this summer.

District Manager Smith stated there probably would not be due to Covid-19.

Board Secretary Meier stated the Board is open to having an Open House but will have to see how the pandemic goes.

Board Chairman Place closed the call to the Public at approximately 6:08PM.

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Chairman Place did not have a report.

Board Secretary's Report.

Board Secretary Meier did not have a report.

Manager's Report.

Update – Collection System Departments activities.

District Manager Smith reported that the Collection System crew cleaned 22,000 linear feet of sewer line, televised 26,784 linear feet, 66 manholes inspected.

District Manager Smith requested the Board to start thinking about upgrading the Lakeside Lift Station. There is a new 300 space trailer park coming into that area. Cost for a new above ground lift station is approximately \$130K.

District Manager Smith did a video presentation of the sewer line maps overlay onto Navajo County maps.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of June were .90 mgd; organic removal was at 98%, nitrogen results for May 1.90 mg/L. Composting Facility received 35 tons of cardboard/paper. Compost produced 50 yards. The District sold 63 yards of compost. Sold reject compost (glass and plastic) – 400 yards at \$2.00 per yard unscreened.

The District Manager's Reports concluded.

Accounting Report

Finance Manager Heberer reported 13 new connections for June. The District now has approximately 8,317 connections. The District finished FYE 2019/2020 revenue being \$50K over budget. Septage receiving was almost double, compost sales were up, and there was a savings in labor costs.

The Finance Manager Reports concluded.

7. BUSINESS

A. Discussion, review, consideration, and possible action regarding The Little Colorado Adjudication.

District Manager Smith has sent a couple of requests for information to the law firm Brown & Brown but has not heard back from them as of July 2, 2020. A couple of local water companies have been contacted, but interest in joining the LCR group would need additional information and discussion with their governing boards. District Manager Smith asked two attorneys to provide him with some background information that could be shared to help develop some interest in joining the LCR.

Board Chair Place motioned for District Manager Smith to keep working on this project. Motion passed unanimously.

B. Discussion, consideration and possible action regarding a GPS/GIS collection system

District Manager Smith received a proposal from WinCan to help the District with the start of a GPS/GIS program. WinCan will upgrade our current software for the CCTV equipment and spend 14 days helping the District get GPS coordinates for the manhole locations. Their proposal is for the amount of \$31,843.00, which includes consulting labor expenses and upgraded software. Having the same company that owns the CCTV software would provide us with a good start in building the GPS/GIS program.

The recommendation would be to approve the proposal from WinCan in the amount of \$31,843 to help the District with the GPS/GIS project.

Board Secretary Meier motioned to approve the proposal from WinCan not to exceed \$35,000. Board Member Whittle seconded. Motion passed unanimously.

C. Discussion, Consideration and possible action regarding sewer line rehabilitation projects.

District Manager Smith reported the District has sent out three requests for pricing on pipe relining. He has received one pricing proposal from Advantage in the amount of \$222,335 and expects the other two proposals to be in before the next Board meeting. The scope of this project includes about 2,600' of 8" line that is failing and in need of repairs. The process includes installing a new pipe (or lining) inside of the existing pipe and re-establishing the service connections. This process allows repairs to be made without disturbing paved roads or moving fences in easements.

Board Chair Place motioned that this item be a future agenda item for the next board meeting. Motion passed unanimously.

8. FUTURE AGENDA ITEMS

Board Chairman Place requested the following Agenda items be scheduled for the Board Meeting of August 12, 2020.

- A. Sewer line rehabilitation projects.
- B. Little Colorado Adjudication.

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

9. ADJOURNMENT

Board Chairman Place adjourned the meeting at approximately 6:45 PM.

Adopted and approved this 12th Day of August.

c/c Patrick B. Place
Patrick B. Place, Board Chairman