

PINETOP-LAKESIDE SANITARY DISTRICT

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**REGULAR SESSION
MINUTES
September 9, 2020**

1. CALL TO ORDER

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

2. OPENING CEREMONY

District Manager Smith 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, Paul W. Meier, Board Secretary, Neal Whittle, Board Member, Dianna Butler, 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: Christopher C. Kengla, Board Vice-Chair
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 August 2020 bills and invoices...

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 Shurwin asked about having an Open House again. Board member Butler said last time we talked about having an Open House there were still Covid-19 concerns. Donna said we can do social distancing. Board member Meier said very few people show up to open houses, maybe we should put it on the website to see how many people have interest. Donna said can you put it on the website to do private tours, and puts it out there that the district is open to the public. District Manager Smith said yes we can put something on the website.

Board Chairman Place closed the call to the Public at approximately 6:05 PM.

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 9,810 linear feet of sewer line, televised 5,100 linear feet, 26 manholes inspected.

Scheduled for WinCan to help with GIS/GPS and software upgrade October 6th and 7th.

Gila County will pick up Tractor, Grinder, Mixer equipment on September 21st to try it out for a couple of days as an onsite experiment.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of August were .96 mgd; organic removal was at 97%, nitrogen results for August 1.4 mg/L. Composting Facility received 31 tons of cardboard/paper. Compost produced 60 yards. The District sold 63.5 yards of compost.

The District Manager's Reports concluded.

Accounting Report

Finance Manager Heberer reported there were 9 new connections in August. The District is up to 8,330 connections. Audit went thru and is with the partners for review now. Should have finalized report before next board meeting.

The Finance Manager Reports concluded.

7. BUSINESS

A. Discussion, review, consideration, and possible action regarding additional footage for sewer line rehabilitation projects.

During the last Board meeting approval was given for Insituform Technologies, LLC to provide CIPP services on about 2,600' of 8" line with the opportunity to provide additional footages as deemed critical. Staff has located another 1700' of line that will need repairs and CIPP process would eliminate the need to remove and replace paving.

The original project amount bid by **Insituform Technologies, LLC** was \$118,331. Adding an additional 1,716' at \$46 per foot would increase the price by \$79,000 for a total cost of CIPP work at \$197,331 for a total of about 4,300' of 8" line relined.

Repairing these lines will reduce the infiltration or ground water entering the pipes and reduce the potential blockages caused by roots.

Board secretary Meier motioned to add to original budget not to exceed \$90,000 from the original bid of \$120,000. Board Member Butler seconded. Motion passed unanimously.

B. Discussion, consideration and possible action regarding the purchase of a screw/auger conveyor.

Staff has received pricing on equipment to convey dewatered sludge from the new belt press that will be installed.

The prices received are as follows:

- BDP (same manufacturer as the Belt Press) - \$42,500
- OR-TEC - \$25,350
- Jorgensen - \$28,952
- KWS- \$ (hopefully pricing will be available by the meeting)

The electrical controls for conveyor equipment are included in the control panel of the Belt Press.

Board Secretary Meier made a motion to approve the purchase of a screw/auger conveyor not to exceed \$25,350 upon confirming free shipping. Board Member Butler seconded. Motion passed unanimously.

C. Discussion, consideration, and possible action regarding controlling the amount of cardboard received by the District.

This agenda item is to the purpose of discussion and does not require any action.

The information is to answer questions that have been asked of me and there is a limit, in my opinion, of how much is needed for composting.

The District receives between 20 and 30 tons of cardboard and paper that is recorded. The volume that we receive from sources outside the District is about 30%.

The amount of confidential documents brought in is difficult to measure because it ranges from a bag of papers up to several pallets brought in from businesses. From a business stand point the free service saves them considerable and helps their bottom line. The cost to have documents shredded is about \$0.89 per pound or \$18 for a paper box size.

Occasionally we encounter customers and non-customers that believe it is the District's responsibility to take their cardboard, paper, recyclables and trash.

We have many others that thank us for the service.

We try to educate that our main purpose is treating wastewater and our permit spells out what is required.

Board Secretary Meier directed District Manager Smith to put together costs and options. Board Chairman Place directed staff to put as a future agenda item for Oct 14th Board meeting.

D. Discussion, consideration, and possible action regarding an update on marketing the Rotary BioMixer (Digester).

This was requested to be placed on the agenda for an open discussion.

The District has had a couple inquires concerning the RBM equipment, but no offers have been made.

We operate the RBM when we are backed up with cardboard and paper. The RBM can take 3 or 4 times the amount of cardboard and paper compared to the mixer. However, we operate the mixer based on the requirements to produce quality compost based on a uniform recipe and the results are much more consistent.

Board Secretary Meier stated we need to keep moving forward with new process and getting rid of Digester. Board Chairman Place directed staff to put as a future agenda item with monthly updates.

8. FUTURE AGENDA ITEMS

Board Chairman Place requested the following Agenda items be scheduled for the Board Meeting of October 14, 2020.

- A. Controlling the amount of cardboard received by the District to only members of the District.
- B. Update on Rotary BioMixer Marketing.

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 7:05 PM.

Adopted and approved this 14th Day of October.

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