

PINETOP-LAKESIDE SANITARY DISTRICT

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**REGULAR SESSION
MINUTES
OCTOBER 14, 2020**

1. CALL TO ORDER

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

2. OPENING CEREMONY

Board Member Whittle 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, Dianna Butler, Board Member. Staff Members present were: David J. Smith, District Manager, Mark Heberer, Finance Manager, Marcia Theiner, Accounting Clerk, and Legal Counsel for the Governing Board.

4. CONSENT AGENDA

Board Secretary Meier made a motion approving the Consent Agenda, as presented by Staff for September 2020 bills and invoices...Board Member Butler 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 6:03 PM. There was no response from the public, and therefore Board Chairman Place closed the Public Hearing at approximately 6:05PM.

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 11,685 linear feet of sewer line, televised 10,010 linear feet, 43 manholes inspected.

WinCan was here October 6th and 7th and did the upgrade to software and web browser on camera for the GIS/GPS upgrade. Also did training with the Collection Crew.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of August were .87 mgd; organic removal was at 96%, nitrogen results for August 1.9 mg/L. Composting Facility received 22 tons of cardboard/paper. Compost produced 180 yards. The District sold 52 yards of compost.

The District Manager's Reports concluded.

Accounting Report

Finance Manager Heberer reported the District is up to 8,413 connections. Last quarter billing for 2020 was done October 2, 2020. Internet payments are increasing. Our new part time help in the front office, Sarah Heck, is helping out a lot.

The Finance Manager Reports concluded.

7. BUSINESS

- A. Discussion, and possible action to the following: Rotation of the District's Board of Director's Positions: Board Chairman; Board Vice-Chairman; Board Secretary; Board Member and Board Member.

As of November 2020 the rotation will be Paul W. Meier, Board Chairman, Diana W. Butler, Board Vice-Chair, Patrick B. Place, Board Secretary, Christopher C. Kengla, Board Member, Neal Whittle, Board Member.

Motion passed unanimously.

- B. Discussion, consideration and possible action regarding the District's annual Audit/Financial Statements for Fiscal Year End July 1, 2019 through June 30, 2020.

Board Vice-Chair Kengla made a motion to approve the District's annual Audit/Financial Statements for Fiscal Year End July 1, 2019 through June 30, 2020. Board Member Butler seconded.

Motion passed unanimously.

- C. Discussion, consideration, and possible action regarding a request for Sewer Release.

Staff has been approached by several property owners seeking a release from connecting to sewer. The properties are located south of Hilltop parcels 038P and 038Q. The closest sewer is north to Hilltop about 340' from the north property lines.

The confusion for the property owners is they were told by the original owners that the District was going to install sewer to the properties. I was asked months ago about the possibility of sewer for the area and preliminary investigations indicated that a sewer from Oxbow east up Bear Alley would provide gravity sewer. The question was if justification for a few lots connecting would warrant spending \$100,000 - \$150,000 for this project. No other discussion was had concerning this area.

The owners sold the properties and misstated a conversation I had with an engineer. The original property owner split one parcel into five and two have been split away from sewer, but a utility easement was provided running north to Hilltop.

The other two properties are located at the end of Lacie Ln. Parcels 041H and 041G. They were told they would need a pump to push their sewer to the north, but asked for a release also.

Board Secretary Meier motioned to deny the request for Sewer Release. Board Vice-Chair Kengla seconded.

Motion passed unanimously.

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

The District had a company from Texas visit the facility to look at the RBM (digester) and met with a local crane operator to determine if and how the equipment could be removed from the building.

The company from Texas said they would provide a price to purchase and remove the RBM. They were informed of our Board meeting and said they would provide a proposal before the scheduled meeting. District Manager Smith did not hear from the company before the meeting.

Discussion ended

E. 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.

Discussions were had with a local waste hauler about cardboard and paper. At this time they do have collection sites for cardboard and paper, however, the collected material is being taken to the landfill because of the current market. They are working towards a possible solution, but do not have a plan in place.

This is a common issue around the country and unfortunately the current method for cardboard and paper handling is through landfills. There are some cardboard recycling facilities opening in North America, But again the distance for trucking creates major expense for the success of these facilities and recycling centers.

We are currently trying to track those that drop off larger volumes of cardboard/paper that are from outside of the District.

The current regular visitors include:

- White Mountain Apache Tribe
- White Mountain Summer Homes
- TBS Waste (baled cardboard)
- Haven Health
- Summit Healthcare

Board Secretary Meier stated out of District visitors need to compensate the District for accepting their cardboard/paper by paying a tipping fee. A reasonable rate would need to be decided on and adhered to. The District should also have the right to refuse accepting any contaminated cardboard/paper.

Board Vice-Chair Kengla requested District Manager Smith report next Board meeting as to how much cardboard/paper comes in this month and how much is out of the District.

Board Chairman Place directed staff to put as a future agenda item for November 2020 Board meeting.

8. FUTURE AGENDA ITEMS

Board Chairman Place requested the following Agenda items be scheduled for the Board meeting of November 10, 2020.

- A. Controlling the amount of cardboard received by the District and possible tipping fee.
- 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 7:17 PM.

Adopted and approved this 10th Day of November.

c/c Paul W Meier
Paul W. Meier, Board Chairman