

PINETOP-LAKESIDE SANITARY DISTRICT

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**REGULAR SESSION
MINUTES
November 10, 2020**

1. CALL TO ORDER

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

2. OPENING CEREMONY

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

3. ROLL CALL OF BOARD MEMBERS

Present were: Paul W. Meier, Board Chairman, Patrick B. Place, Board Secretary, Christopher C. Kengla, Board Member, Neal Whittle, Board Member, Staff Members present were: David J. Smith, District Manager, Mark Heberer, Finance Manager, Amber Wright, Accounts Receivable, and Legal Counsel for the Governing Board.

Excused: Diana W. Butler, Board Vice-Chairman

4. CONSENT AGENDA

Board Member Kengla made a motion approving the Consent Agenda, as presented by Staff for October 2020 bills and invoices...Board Secretary Place seconded.

Motion passed unanimously.

5. CALL TO THE PUBLIC

Board Chairman Meier 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 Meier closed the Public Hearing at approximately 6:05PM.

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Chairman Meier did not have a report.

Board Secretary's Report.

Board Secretary Place did not have a report.

Manager's Report.

Update – Collection System Departments activities.

District Manager Smith reported that the Collection System crew cleaned 5300 linear feet of sewer line, televised 3100 linear feet, 7 manholes inspected.

Rebuilt engine on old 544 John Deere wheel Loader.

Concrete pad and walls for new belt press.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of October were .79 mgd; organic removal was at 98%, nitrogen results for October about 3 mg/L. Composting Facility received 21 tons of cardboard/paper. Compost produced 130 yards. The District sold 24 yards of compost.

Inspection was done virtually this year, no deficiencies

The District Manager's Reports concluded.

Accounting Report

Finance Manager Heberer reported the District is up to 8,423 connections. 9 New connections, and 1 Reconnect. Paid for final bill for this year's Audit.

The Finance Manager Reports concluded.

7. BUSINESS

- A. Discussion, consideration and possible action relating to the following: Change of Purchase Order Amount for the new Cat wheel loader.

The original pricing for the new Cat wheel loader included the trade-in for the District's 906 wheel loader.

The District's loader had an engine failure and was not viable to be used for trade-in value. The pricing on the new Cat 920 wheel loader without the trade-in invoice price with applicable taxes came to \$153,954.34. Staff is requesting an increase of the original purchase order from \$140,942.74 to \$153,954.34.

Board member Kengla made a motion to approve price to \$153,954.34, Board member Whittle seconded.

Motion passed unanimously.

B. Discussion, consideration and possible action regarding an update on the sale of 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. They claimed that they would provide 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.

Because of the difficulties of removal they said they would remove the unit at a price for the District to pay of \$35,000.

After a lengthy discussion between Board Members, Board Chairman Meier directed staff to make this a future agenda item for the next board meeting.

C. Discussion, consideration, and possible action regarding cardboard and paper.

Issue: Changes in composting equipment reduce the amount of cardboard and paper required.

The direction from the Board has been to look for ways to control expenses. As a result, over the past several years the district has investigated opportunities to increase efficiencies and effectiveness of operations.

The balance of the impacts to the environment (carbon footprint), economy and society have been considered in open discussions.

What we have found is that the process of composting with the new equipment has been proven to reduce the energy and a step in the process, further reducing environmental and economical impacts.

There are social benefit for the public and businesses. Currently the District charges no fee for this service. A few organizations that have fees for similar services include:

- Town charges around \$4.50 for a 50 gallon trash bag
- UPS document destruction cost is about \$0.89 per pound
- Landfill fees are around \$60 per ton

The following example demonstrates some of the volume the District receives:

Document destruction boxes dropped off (561 boxes)

1. In District- 115 (2300#s) at \$0.89/#=\$2,047
2. Out of District- 446 (8,920#s) at \$0.89/#= \$7,939

October Cardboard drop off (22 tons)

1. Town averages 10 tons
2. Out of District = 27%

Possible Options:

1. Charge the current tipping fee of \$42.50 per ton
 - A. May not reduce the amount of material received
 - B. Will increase the time required to manage paper work including billing
2. Charge for document destruction at \$0.50 per pound
 - C. Increased the time required to manage the paper work
 - D. Would require different equipment that would provide this service
3. Only allow District Customers to use the disposal services
4. Provide a cardboard and paper recycling service or support others with this effort
 - A. Would require equipment to bale material
5. Stop all receipt of cardboard and paper

Board Chairman Meier Directed District Manager Smith to get cost on commercial Shredder and more information, and directed staff to make this a future agenda item for next board meeting.

- D. Discussion, consideration, and possible action regarding setting a time and place for the District Manager's annual review.

Set a time and place for the District Manager's annual review

For the past several years the Board has made the decision to hold the Manager's annual review during the normal Board meeting each December.

If the board wants to continue with this practice and a motion needs to be made indicating the next annual review to be held on December 9, 2020.

Board member Kengla made a motion to all meet with District Manager Smith for Annual Review in executive session on next Board meeting in December, Board member Whittle seconded

Motion passed unanimously

8. FUTURE AGENDA ITEMS

Board Chairman Place requested the following Agenda items be scheduled for the Board meeting of December 9, 2020.

- A. Controlling the amount of cardboard received by the District and more information and cost District Manager Smith has received.

- B. Update on Rotary BioMixer Marketing.
- C. Ratify Election Results

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

9. ADJOURNMENT

Board Chairman Meier adjourned the meeting at approximately 7:10 PM.

Adopted and approved this 9th Day of December.

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