

PINETOP-LAKESIDE SANITARY DISTRICT

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REGULAR SESSION
MINUTES

January 13, 2021

1. CALL TO ORDER

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

2. OPENING CEREMONY

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

3. ROLL CALL OF BOARD MEMBERS

Present were: Diana W. Butler, Board Vice-Chair, Patrick B. Place, Board Secretary, John M. Beeler, Board Member and Kenney Keith, Board Member. Staff Members present were: David J. Smith, District Manager, Mark Heberer, Finance Manager, and Amber Wright, Accounts Receivable, Legal Counsel for the Pinetop-Lakeside Sanitary Board.

Paul W. Meier, Board Chairman attended by conference call.

4. CONSENT AGENDA

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

Motion passed unanimously.

Board Vice-Chair Butler swore in, and welcomed new Board members- John M. Beeler, Kenney Keith, and recognized reelected Board Member Patrick B. Place.

5. CALL TO THE PUBLIC

Board Vice-Chair Butler 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 Vice-Chair Butler closed the Public Hearing at approximately 6:06PM.

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Chairman Meier did not have a report.

Board Secretary's Report.

Board Secretary did not have a report.

Manager's Report.

Update – Collection System Departments activities.

District Manager Smith reported that the Collection System crew cleaned 6,945 linear feet of sewer line, televised 1,284 linear feet, 6 manholes inspected.

Collections crew have also helped with the Belt Press room.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of December were 0.75 mgd; organic removal was at 97%, nitrogen results – 3.1 mg/L. Composting Facility received 21 tons of cardboard/paper. Compost produced 30 yards. The District sold 12 yards of compost.

Belt press is almost complete. Just waiting on Electrical work, and water line to be done.

The District Manager's Reports concluded.

Accounting Report

Finance Manager Heberer reported the Districts revenue and expenses are on track for the fiscal year 2020/2021. There were 14 new connections for the month of December. Also stated were just as many New Services in 2020 as the previous 3 years, building has not slowed down.

The Finance Manager Reports concluded.

7. BUSINESS

A. Update on possible changes to phone service.

Finance Manager Heberer reported the district is moving forward with switching to Spark light. He said will be about another 60 days before change over is complete. They have to run the lines over here from Blue Ridge Elementary School.

B. Discussion, consideration and possible action concerning the District's composting operations related to accepting cardboard, paper, and confidential documents.

The discussion on this topic was asked to be placed on the agenda.

New Issue:

Over the past several weeks staff has been working on equipment related to the rotary BioMixer. The Primary Trommel screen had an electrical issue, which at this time we have not been able to locate. The Primary Trommel screen removes the trash from the compost material. The trash comes into the district from Cardboard, Paper, and Confidential Documents collected. If the Screen is not used the trash remains part of the compost for years.

Attached to Board packet were pictures of the electrical system that shows the condition of the conduits and junction boxes. It appears that there is a short in a wire somewhere between the motor and the motor control center about 200' away. To make the needed repairs is beyond the expertise of our staff and is expected to be a costly project.

The District shut down accepting all cardboard and paper until we find a solution to this current issue.

Board Vice-Chair Butler, and Board Member Keith both stated that maybe District Manager Smith should at least get a quote for the electrical.

Board Vice-Chair Butler said we should eliminate in steps, start with outside the District.

Board Secretary Place said go ahead and get a bid just so we have done out homework.

Board Member Beeler stated we are here primarily for waste-water treatment, we need to take action tonight and stop taking this stuff until we have a plan of action and our ducks in a row. Board Chairman Meier said I am with Board Member Beeler, if we don't need it then stop taking it or only as needed behind the fence.

Board Vice-Chair Butler asked District Manager Smith what would you recommend for a plan. District Manager Smith stated a few options would be have the 2 dumpsters out, and once full we can put a sign up we are full and not taking anymore at this time. He said or we can stop taking from out of the District or we stop taking it all together.

Board Member Beeler made a motion to Immediately stop taking in Cardboard, paper, and Confidential documents or only as needed in the 2 dumpsters, and amend to re visit how this process is going in 6 months. Board Chairman Meier seconded.

Motion passed unanimously

C. Discussion, consideration, and possible action regarding approval for electrical work for the installation of dewatering equipment.

Re: Electrical Work for Belt Press Installation

The only bid for the electrical work was provided by Venture Electric at a bid estimate of \$8,350.

Venture Electric said they would begin the work the week of January 11, 2021.

Staff recommends approving Venture Electric to provide the electrical work for the installation of the Belt Press in the amount of \$8,350.

Board Member Beeler made a motion to approve electrical work for the installation of dewatering equipment by Venture Electric for \$8,350. Board Member Keith seconded.

Motion passed unanimously

D. Discussion, consideration, and possible action regarding changes to the previously approved programming changes for the aeration equipment

Last month approval was given to change the programming of the aeration blowers. After the Board meeting District Manager Smith visited with Mike Krebs with PACE Engineering and they felt they could also provide this service.

Their proposal provides the operator the opportunity to make changes from the SCADA computer or remotely. They are also providing the installation of a new Variable Frequency Drive unit that controls our influent pumps. The current VFD failed and required rebuilding or replacement. PACE will also program the HACH controller that was repaired, but requires SCADA knowledgeable personnel to program this unit to communicate with the SCADA.

The new VFD comes with a 6 year warranty and PACE understands our SCADA system and our request for changes. Attached was a copy of PACE's proposal and the amount is \$12,745. The amount of the proposal given last month from Phoenix Pump was approved in the amount of \$12,096.88.

Staff recommends amending last month's approval and approval the proposal provided by PACE in the amount of \$12,745.

Legal Counsel asked District Manager Smith if Phoenix Pump contract had been signed. District Manager Smith said yes. Legal Counsel asked District Manager Smith to check and see if there will be any penalty for breach of contract.

Board Member Beeler made a motion to amend last month's approval for Phoenix Pump in the amount of \$12,096.88, and approve PACE proposal in the amount of \$12,745. Board Secretary Place seconded.

Motion passed unanimously

- E. Discussion, consideration, and possible action for the purchase of an attachment for the frontend loader for processing compost.

Loader Attachment Equipment

KBI sent us equipment to use on our frontend loader to help with the composting process. They have provided us pricing to rent the equipment, which will be deducted from the sale price if we determine this equipment will benefit the process of composting.

District Manager Smith stated we will most likely be sending the equipment back. He doesn't think it will work, and benefit the District with the process of compost. It was tried on 3 different products, and significant amounts of compost remained in the bucket.

8. FUTURE AGENDA ITEMS

Board Vice-Chair Butler requested the following Agenda items be scheduled for the Board meeting of February 10, 2021.

- A. Bid on Electrical work for the Digester.
- B. Report on how it is going with the District not taking cardboard/paper.

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

9. ADJOURNMENT

Board Vice-Chair Butler adjourned the meeting at approximately 7:03 PM.

Adopted and approved this 10th Day of February, 2021.

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