

**PINETOP-LAKESIDE SANITARY DISTRICT**

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**REGULAR SESSION  
MINUTES  
June 9, 2021**

1. CALL TO ORDER

Board Chair Meier 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: Paul W. Meier, Board Chairman, Diana W. Butler, Board Vice-Chairman, Patrick B. Place, Board Secretary, John M. Beeler, Board Member and Kenny Keith, Board Member. Staff Members present were: David J. Smith, District Manager, Mark Heberer, Finance Manager, and Marcia Theiner, Accounting Clerk. Legal Counsel for the Pinetop-Lakeside Sanitary Board.

4. PUBLIC HEARINGS

Fees for Services charged by the Pinetop-Lakeside Sanitary District Fiscal Year End 2021/2022.

Board Chairman Meier opened the Public hearing at approximately 6:04 PM, there was no public present, and therefore Board Chairman Meier closed the public hearing at approximately 6:05 PM.

Final Budget for Fiscal Year End 2021-2022

Board Chairman Meier opened the Public Hearing at approximately 6:06 PM, there was no public present, and therefore Board Chairman Meier closed the Public Hearing at approximately 6:07 PM.

5. CONSENT AGENDA

***Board Member Beeler made a motion approving the Consent Agenda, as presented by Staff for May 2021 bills and invoices... Board Member Keith seconded.***

***Motion passed unanimously.***

6. CALL TO THE PUBLIC

*Board Chairman Meier read the Call to the Public statement and opened the Call to the Public at approximately 6:09 PM. There was no response from the public, and therefore Board Vice-Chair closed the Public Hearing at approximately 6:10PM.*

7. 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 Department activities.

District Manager Smith reported that the Collection System crew cleaned 11,765 linear feet of sewer line, televised 5,755 linear feet, 23 manholes inspected.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of April were 0.81 mgd; organic removal was at 98%, nitrogen results – 2 mg/L. Compost produced 200 cubic yards. The District sold 246 yards of compost.

The Concrete Drying beds were completed in house due to the contractor changing his price by \$5,000.

Starting Monday Mike Baker will be coming back to work light duty for 5 hours a day.

District Manager Smith received an “at a boy” letter from a customer on South Lake Road with a sewer back up problem. He said “Your crew responded the same day and unclogged the line. Thanks to Neil, Jed, Josh, and Scott for a job well done. These guys are a credit to your organization.” Board Member Beeler asked District Manager Smith if he was going to put a copy of the letter in each of their employee files. Mr. Smith answered yes.

*The District Manager’s Reports concluded.*

## Accounting Report

Finance Manager Heberer reported 14 new connections for the month of May.

There is an excess budget in revenues due to the new late fee process and high number of transfer fees due to Change of Ownerships.

August 2<sup>nd</sup> and 3<sup>rd</sup> Henry and Horn will be doing the annual Field Audit.

Board Member Butler asked if the switch over to Sparklight was complete yet. Mr. Heberer answered yes; there is one glitch with local calls coming in. Sparklight is working with Frontier Communications to resolve it.

***The Finance Manager Reports concluded.***

### 8. BUSINESS

#### A. Discussion, Consideration, and possible action regarding Resolution No. 2021-05, a Resolution amending the schedule of fees for the Pinetop-Lakeside Sanitary District.

Finance Manager Heberer stated that the fees that would increase are the Annexation and Excess Density Fees, the fees increase according to the Consumer Price Index as directed by the Board previously. The Sewer Connection Fee would increase because it is tied into the Excess Density Fee.

***Board Member Beeler made a motion approving Resolution No. 2021-05, a Resolution amending the schedule of fees for the Pinetop-Lakeside Sanitary District, Fiscal Year July 1, 2021 to June 30, 2022, Board Secretary Place seconded.***

***Motion passed unanimously.***

#### B. Discussion, consideration and possible action regarding Resolutions No. 2021-06, a Resolution approving the final budget of \$2,907,750.00; for the Pinetop-Lakeside Sanitary District Fiscal Year July 1, 2021 to June 30, 2022.

Finance Manager Heberer stated that the proposed budget has been discussed and no changes have been made to the budget as presented to the Governing Board.

***Board Secretary Place made a motion approving Resolution No. 2021-06, a Resolution approving the final budget of \$2,907,750.00; for the Pinetop-Lakeside Sanitary District Fiscal Year July 1, 2021 to June 30, 2022. Board Vice-Chair Butler seconded.***

***Motion passed unanimously.***

C. Discussion, consideration and possible action regarding Resolution No. 2021-04 and Order of the Board of Directors of the Pinetop-Lakeside Sanitary District, Navajo County, Arizona Authorizing, adopting and amending the boundaries of the Pinetop-Lakeside Sanitary District: Determining that the inclusion of certain real property, assessor's parcel number 212-39-013K will benefit both the Pinetop-Lakeside Sanitary District and the Property Owner; and authorizing the signing and recording of the Resolution and Order..

Finance Manager Heberer stated the property owner was notified that unless the annexation fees are received by the District before the Board Meeting we could not proceed requesting the annexation because we won't present an annexation request without the fees being paid. Could we take no action on this agenda item?

***Board Chairman Meier made a motion to take no action on this agenda item.***

***Motion passed unanimously.***

D. Discussion, Consideration, and possible action regarding Manhole rehabilitation.

Predl Systems Rehabilitation is still working on the contract prices for manhole relining. As of June 3<sup>rd</sup> we had only received a cost not to exceed \$15,000 per manhole.

This product adds a plastic liner to the inside of the manhole, including the bottom flow area (invert). This product advertises a 100 year design life.

Staff is not requesting action on this item unless firm prices are provided and the Board determines they have enough information to proceed.

***Board Member Keith motioned to table this agenda item until more information and firmer pricing is available. Board Member Beeler seconded.***

***Motion passed unanimously.***

E. Discussion, Consideration, and possible action regarding Sewer line assessment and GPS contract work.

Re: Acoustic Inspection Technology

We received a proposal from RH Borden and Company LLC to perform work on the District's collection system using acoustic technology. This technology uses sound noise down the sewer pipe. The equipment includes a transmitter in one and receiver on the next manhole. The data collected is supposed to identify areas in the collection system that may have potential issues. These issues could include: root intrusion, collapsing pipe, debris build up, or bellies in the line holding back flow.

The purpose of this project would be to do a scan of the system and identify areas that the crews should focus their efforts. This would be a more efficient use of both labor and equipment.

The company provided a list of municipalities that have or are currently using their services.

Several were contacted and the majority will continue to use their services as they have seen this program as a more productive method of analyzing their system.

On June 2<sup>nd</sup> they demonstrated this equipment and the benefits.

The equipment demonstration went fairly well, the conflict staff is having is the rating consistency of the pipe condition. Our crews consider this a concern because roots did not show as great of a concern with the equipment.

As of now staff is not ready to make a recommendation until we do additional investigations.

***Board Chairman Meier directed to take no action on this Agenda Item until further investigation is done.***

***Board Members agreed unanimously.***

F. Discussion, Consideration, and possible action regarding Rotary BioMixer status.

We have had no new developments regarding the sale of this equipment.

***Board Chairman Meier directed to take no action on this Agenda Item.***

***Board Members agreed unanimously.***

8. FUTURE AGENDA ITEMS

1. Manhole rehabilitation
2. Revisit accepting cardboard and 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 Chairman Meier adjourned the meeting at approximately 6:45 PM.

Adopted and approved this 14th Day of July, 2021.

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