

PINETOP-LAKESIDE SANITARY DISTRICT

2600 W. ALISA LN. * LAKESIDE, AZ 85929 * PHONE (928) 368-5370 * FAX (928) 368-6039

**REGULAR SESSION
MINUTES
September 14, 2022**

1. CALL TO ORDER

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

2. OPENING CEREMONY

Board Member Meier led the Board and Staff in the Pledge of Allegiance.

3. ROLL CALL OF BOARD MEMBERS

Present were: Patrick B. Place, Board Chair, John Beeler, Board Vice-Chair, Kenny Keith, Board Secretary, Paul W. Meier, Board Member and Diana W. Butler, Board Member. Staff Members present were: David J. Smith, District Manager, Amber Wright, Office Supervisor, Marcia Theiner, Accounting Clerk.

Legal Counsel for the Pinetop-Lakeside Sanitary District attended by conference call.

4. CONSENT AGENDA

Board Vice-Chair Beeler made a motion approving the Consent Agenda, as presented by Staff for August 2022 bills and invoices, Board Member Butler seconded.

Motion passed unanimously.

5. CALL TO THE PUBLIC

Board Chair Place read the Call to the Public statement and opened the Call to the Public at approximately 6:01 PM. There was no response from the public, and therefore Board Chair Place closed the Public Hearing at approximately 6:02PM.

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Chair Place did not have a report.

Board Secretary's Report.

Board Secretary Keith did not have a report.

Manager's Report.

Update – Collection System Department activities.

District Manager Smith reported that the Collection System crew cleaned 10,000 linear feet of sewer line, televised 23,600 linear feet, 101 manholes inspected.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of August were 1.02 mgd, organic removal was at 97%, nitrogen results 2.4 mg/L. Compost produced 200 cubic yards. The District sold 5 cubic yards of old compost. No new compost sold due to samples tested not passing.

The old trommel is now rebuilt, and the block wall and new auger installed. The collection crew did all the work except sand blast and painting of the trommel.

The District Manager's Reports concluded.

Accounting Report

Office Supervisor Wright reported 9 new connections in August and one cap off , bringing the District up to 8,634 connections. We received the final financials for the annual Audit. Henry and Horn are sending hard copies. This is the last year of our contract with Henry and Horn. I have just received their proposal for renewing our contract. This will be an agenda item for October 12th Board Meeting. Our new part time employee for the front office, Mariah Tatum, is working on her own now and doing a great job.

The Office Supervisor's Reports concluded.

7. BUSINESS

A. Discussion, Consideration, and possible action regarding Septage Receiving.

The volume of septage the District is receiving has doubled over the past year. It appears that currently only the Town of Taylor and the District accept septage in the area.

The District receives both from portable toilets and septic tanks. Septic tanks contain the greatest concentration of waste product. The concentration of the liquid from a septic tank is about 25 times stronger than what is in normal wastewater, plus it contains a different type of microorganisms.

In visiting with some of the companies, they typically pump septic tanks from Concho and Vernon to bring our way. They do consider their driving distance between Lakeside and Taylor when deciding where to dump their trucks.

If the Board wants to change the fees charged for dumping, this would require an advertisement notifying the public and holding a public meeting. These are the same steps we do for the annual budget and rate process done every June.

The District currently has the rates set as .15 cents per gallon for in District and .20 cents per gallon the out of District. The issue with this is we have no way of verifying whether the septage is in or out of the District. Most haulers are not familiar with our boundaries. Rates have not changed for about seven years.

Board Vice-Chair Beeler suggested raising the rate to .30 or .35 per gallon for in or out of the District.

Board Member Meier suggested building in 15% to 25% to protect the District from extra costs for treating the septage.

District Manager Smith said he would put costs together and bring it to the next Board Meeting.

Discussion ended to be a Future agenda item.

B. Discussion, Consideration, and possible action regarding Vehicle Replacement.

The 2013 Ford F150 was taken to the Ford dealership regarding some issues. The estimate came back suggesting re-building the heads of the engine at a cost of about \$3,800. This truck would normally be the next to be replaced.

To replace this truck, pricing has been received from the local dealership and also a dealer with the state contract. Both prices are close, at about \$47,000 for a similar truck. The delivery time can't be guaranteed, nor the price. Estimated delivery is 6 to 12 months.

Visiting with Neil Cromwell, the Collections Supervisor, he said he could give his truck to his staff and he could drive the 2006 Envoy. The office could get a replacement SUV.

The options for the District would include purchasing used, low mileage vehicles. Trucks are much harder to come by and white also narrows down the options. For

example, on Cars.com two trucks were located that have around 34,000 miles, a white 2019 Ram for \$35,000 and a silver 2019 Ford for \$34,000.

If the office purchased another vehicle and hands down the 2006 Envoy, the prices for a used SUV are as follows:

2021 Ford Edge with 130 miles for \$30,000 (Grey and FWD)
2019 Ford Edge with 33,000 for \$29,000 (white and AWD)
2019 Ford Edge with 26,000 for \$27,000 (white and FWD)

State contract price for a new Ford Edge is \$39,500 and delivery is estimated is 6 months.

Staff recommends purchasing a used SUV for the office for a total price of \$33,000 and hoping in a couple years purchasing a truck to replace the 2006 Envoy.

Board Member Meier motioned to authorize District Manager Smith to purchase a used Ford Edge AWD, preferably white, not to exceed \$35,000. Board Vice-Chair Beeler seconded.

Motion passed unanimously.

C. Discussion, Consideration, and possible action regarding Mini Excavator.

The Collections crew occasionally rents a mini excavator to make repairs to sewer lines that are in areas that don't allow the backhoe into because of limited access, generally behind homes. The crew feels having this type of equipment would be beneficial for doing sewer line repairs.

The State contract price given by Empire to the District for the Caterpillar 303 excavator is \$68,952.81 including taxes. Bingham Equipment quoted a price of \$63,787.56 for a slightly bigger model.

This equipment is intended for smaller jobs where access is limited with our backhoe.

Board Member Meier asked how often do we have to rent this equipment?

District Manager Smith replied last year 3 times at \$300 each.

Mr. Meier said that's hard to justify for that price unless we are renting a mini Excavator once a week or if there are other justifications for purchasing.

Mr. Smith said he will get with the Collection Crew to get more on information on why they feel they need this piece of equipment and bring this back as a future agenda item.

Discussion ended to be a Future agenda item.

D. Discussion, Consideration, and possible action regarding Windrow Composting Method.

Composting process utilizing the Windrow method requires equipment to provide the aeration of the piles. Typically, windrow machines are used to mix and aerate the compost piles. The requirements of this method require the piles to be turned 5 (five) times when the piles reach proper temperature for 3 (three) days.

The biggest advantage to this method is getting all the material mixed and aerated more uniformly than only building piles such as Aerated Static Piles. As materials degrade the piles can compact from the weight of the material and oxygen transfer efficiency can decrease.

The size of the windrow turning equipment will determine the size of the piles constructed and the volume of material turned per hour. Small machines build piles 4 (four) feet tall and can turn about 900 cubic yards of material per hour. Medium size machines build 6 (six) foot tall piles and turn about 1400 cubic yards of material per hour.

The disadvantage of windrow composting is the area needed to build and turn the piles.

The advantage is you can produce compost that is more consistent and uniform. The piles can be better managed through the processing. Wet piles can be turned more often to help in the drying process and the same is true for drying the piles for screening.

The volume of compost normally processed inside the current building is about 1200 cubic yards. Using windrow equipment would require 2 (two) to 4 (four) hours per week of turning piles.

District Manager Smith said he found a slightly used machine that would work for the District for \$200k. New this machine would be \$260k. The area outside the old digester building would work for windrows. The trees would have to be cleared. Brent Reidhead can do the dirt work. It would be a good clean, hard compact area. It would also save on man power hours rather than doing the current process.

Board Member Meier asked Mr. Smith if he could workup the potential savings in doing windrow composting and also what other major projects maybe needed to be done over the next two years.

Discussion ended to be a Future agenda item.

E. Discussion, Consideration, and possible action regarding Annexation requests from property owners.

1. Resolution 2022-11 Woodruff / Alpine Storage 212-07-033C

Board Member Meier made a motion to approve Resolution 2022-11. Board Vice-Chair seconded.

Motion passed unanimously.

- F. Discussion, Consideration, and possible action regarding approval of a Commercial Property Covenant in the amount of \$7,114.00 at 6% interest for 10 years.

Board Vice-Chair Beeler made a motion to approve the Commercial Property Covenant in the amount of \$7,114.00 at 6% for 10 years. Board Secretary Keith seconded.

8. FUTURE AGENDA ITEMS

1. Septage Receiving
2. Mini Excavator
3. Windrow Composting
4. Finalized Audit

Discussion on public hearing to raise septic hauler rates, and wind row turner.

9. ADJOURNMENT

Board Chair Place adjourned the meeting at approximately 7:30 PM.

Adopted and approved this 12th day of October _____

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