

**PINETOP-LAKESIDE SANITARY DISTRICT**

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

**REGULAR SESSION  
MINUTES  
May 10th, 2023**

1. CALL TO ORDER

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

2. OPENING CEREMONY

Board Chair Beeler led the Board and Staff in the Pledge of Allegiance.

3. ROLL CALL OF BOARD MEMBERS

Present were John Beeler, Board Chair, Kenny Keith, Board Vice Chair, Patrick Place, Board Member. Staff Members present were David J. Smith, District Manager, Amber Wright, Office Supervisor, Sarah Heck, Accounts Receivable, Mariah Tatum, General Office Clerk, and Bill Whittington, Legal Counsel for Pinetop Lakeside Sanitary District. Diana Butler, Board Member excused.

Paul Meier, Board Secretary attended by conference call.

4. CONSENT AGENDA

***Board Vice Chair Keith made a motion approving the Consent Agenda, as presented by Staff for April 2023 bills and invoices, Board Member Place seconded.***

***Motion passed unanimously.***

5. CALL TO THE PUBLIC

***Board Chair Beeler 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 Beeler closed the Public Hearing at approximately 6:02PM.***

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Chair Beeler did not have a report.

Board Vice-Chair Report.

Board Vice-Chair Keith did not have a report.

Board Secretary's Report.

Board Secretary Meier did not have a report.

Manager's Report.

Update – Collection System Department activities.

District Manager Smith reported that the Collection System crew cleaned 11,850 linear feet of sewer line, televised 6,161 linear feet, 29 manholes inspected.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of April were 0.93 mgd, organic removal was at 95%, nitrogen results 4.1 mg/L.

Compost sold to in district was 76.5 cubic yards, and 30 cubic yards out of district.

Divers were out to help make repairs to the mixer; we had budgeted for a 2-day repair. The divers were able to get it done in 1 day, saving the district some money. Monday May 15<sup>th</sup>, 2023, the Town of Pinetop Lakeside is having a joint work session, District Manager Smith, along with Board members Meier, Keith, and Beeler will attend.

***The District Manager's Reports concluded.***

Accounting Report

Office Supervisor Wright reported 11 new connections, bringing the District up to 8,677 connections. The District is on track with a positive cash flow. We continue to work to get ready for the fiscal year end and the auditors.

***The Office Supervisor's Reports concluded.***

7. BUSINESS

A. Discussion regarding Sanitary Sewer Overflow (SSO) Containment Area.

Due to the heavy rain back in March we had a manhole overflow here on District property. The district had to report the overflow, and the state is requiring the district to create a drainage ditch to prevent the overflow from contaminating Show Low Creek. The district has reached out to Brent Reidhead for a quote to

get it dug. District Manager Smith is hoping to have the pricing at the next meeting.

***Discussion Ended.***

B. Discussion, Consideration, and possible action regarding the District's Operating and Non-Operating Budget for Fiscal Year End: 2023/2024: Rates and Fees: Revenue-Operational and Capital; Recap of Operations: Expenses – Collections, Treatment and Administration; Expenses and Revenue; Capital Funding Sources and Capital Project Expenditures.

Per last meeting's question regarding credit card fees, the district is going to charge a \$2 fee or 3% per credit or debit transaction. This is just to help pay for the bank fees that are charged to the district.

***Discussion Ended. No Action needed.***

C. Discussion, Consideration, and possible action regarding Resolution No. 2023-03, a Resolution Setting a Time and Place for the Hearing on Fees Charged by the Sanitary District.

***Board Secretary Meier made a motion to approve Resolution No. 2023-03, Board Member Place seconded.***

***Motion passed unanimously.***

D. Discussion, Consideration, and possible action regarding Resolution No. 2023-04, a Resolution tentatively adopting a Budget for Publication and Setting a Time and Place for the Hearing on the Proposed Budget for Fiscal Year End 2023/2024.

***Board Secretary Meier made a motion to approve Resolution No. 2023-04, Board Member Keith seconded.***

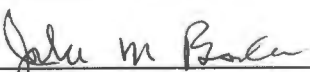
***Motion passed unanimously.***

8. FUTURE AGENDA ITEMS
  1. Public hearing to approve final budget.
  2. More on containment ditch.

9. ADJOURNMENT

Board Chair Beeler adjourned the meeting at approximately 6:20 PM.

Adopted and approved this 14<sup>th</sup> day of June 2023

  
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John M. Beeler, Board Chair

REGULAR MEETING OF THE BOARD OF DIRECTORS

PINETOP-LAKESIDE SANITARY DISTRICT

WEDNESDAY, MAY 10TH, 2023

Guests Name(s) (please print)

Associated With

DAVID KUTIS

PINETOP LAKESIDE DEVELOPMENT

DANIOLA DOKOVA

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