

PINETOP-LAKESIDE SANITARY DISTRICT

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**REGULAR SESSION
MINUTES
July 12th, 2023**

1. CALL TO ORDER

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

2. OPENING CEREMONY

Board Secretary Meier 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, Paul Meier, Board Secretary, Diana Butler, Board Member, and Patrick Place Board Member. Staff Members present were David J. Smith, District Manager, Amber Wright, Office Supervisor, Sarah Heck, Accounts Receivable.

Bill Whittington, Legal Counsel for Pinetop Lakeside Sanitary District attended via conference call.

4. CONSENT AGENDA

Board Secretary Meier made a motion approving the Consent Agenda, as presented by Staff for June 2023 bills and invoices, Board Member Butler 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 6:03 PM. There was no response from the public, and therefore Board Chair Beeler closed the Public Hearing at approximately 6:04PM.

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 4,255 linear feet of sewer line, and that the collection crew has been making repairs to manholes and sewer lines.

Update – Plant Department activities.

District Manager Smith reported that the average daily flows for the month of June were 0.94 mgd, organic removal was at 98%, nitrogen results 2.8 mg/L. Compost sold in district was 64.5 cubic yards, and 44.5 cubic yards out of district.

The north clarifier project was completed and inspected on July 6th. The clarifier went live on July 12th. Crew will let it run for about 2 weeks before starting construction on the second one.

Jacques Marsh was inspected on July 12th by the state. It's classified as a damn because it has 6ft walls, being that it never has more than 2ft of water in it the district would like to have it engineered and declassified as a damn by building a spill out.

The District Manager's Reports concluded.

Accounting Report

Office Supervisor Wright reported 13 new connections bringing the District up to 8,696 active services. The District is on track with a positive cash flow. The audit starts July 17th with auditors being in office that Wednesday and Thursday. Front office has put into effect the \$2 or 3% transaction fee for credit cards used on all platforms.

The Office Supervisor's Reports concluded.

7. BUSINESS

A. Discussion, Consideration, and possible action regarding approval of a residential property covenant in the amount of \$6,822 at 6% for 10 years.
Parcel number 212-08-070A, service address 5071 Woodland Pkwy, Lakeside is asking the board to approve a covenant for \$6,822 at 6% for 10 years.

Board Secretary Meier made a motion to approve covenant of \$6,822 at 6% for 10 years Board Member Butler seconded.

Motion passed unanimously

B. Discussion, Consideration, and possible action regarding raising board approvals from \$5,000 to \$10,000.

The current spending limit for district managers is \$5,000 before Board approval is needed. This limit is requested to be raised to \$10,000 because the cost of equipment and supplies has increased significantly over the past 15 years since the limit was set.

Board Member Butler made a motion to approve increasing District Managers spending limit to \$10,000 before board approval is needed Board Vice Chair Keith seconded.

Motion passed unanimously

C. Discussion, Consideration, and possible action regarding price to create containment ditch.

Brent Reidhead gave us an estimate to do earthwork needed to create an overflow detention area in case of a manhole overflow on District property. The estimate is for his time and equipment at \$14,000 and the more the crew can help him will reduce the cost.

The detention area would run along the drainage ditch that already runs across the property and would then lead to a containment pond.

Board Secretary Meier made a motion to approve the price of containment ditch not to exceed \$14,000. Board Vice Chair Keith seconded.

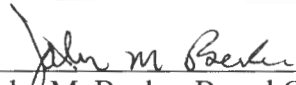
Motion passed unanimously.

8. FUTURE AGENDA ITEMS

9. ADJOURNMENT

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

Adopted and approved this 9th day of August 2023


John M. Beeler, Board Chair

