

**REGULAR SESSION  
MINUTES  
July 10th, 2025**

1. CALL TO ORDER

Board Chair Meier called the Board meeting to order at approximately 4:00 PM.

2. OPENING CEREMONY

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

3. ROLL CALL OF BOARD MEMBERS

Present were John Beeler, Board Vice Chair, Jay Cook, Board Member, and Dave Peterson, Board Member. Staff Members present were Neil Cromwell, District Manager, Amber Wright, Office Supervisor, Sarah Heck, Accounting Clerk, Scott Amos, Collection Supervisor, Jeff Ryhan, Plant Supervisor. Paul Meier, Board Chair, Kenny Keith, Board Secretary, and Bill Whittington, Legal Counsel for 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 June 2025 bills and invoices. Board Member Cook seconded.***

***Motion passed unanimously.***

5. CALL TO THE PUBLIC

***No public present.***

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Secretary's Report.

Manager's Report.

District Manager Cromwell discussed the needs of the district purchasing a new dump truck. The electrical on the current truck is starting to go. The district got a couple quotes, and both trucks are running for about \$290k. The district will get a few more quotes and put them on the agenda for next month. The district had to replace the transfer switch at the plant due to

a lightning strike last week, it also knocked out the SCADA. The new transfer switch will roughly cost \$8000 to be replaced. It's a must to be replaced. The district also has the final plans for Stewart drive and the plans will be going out to contractors next week. Hopefully by next meeting we will have some bids for the project. There were 142 yards of compost sold last month.

#### Update – Collection System Department activities.

Collection Supervisor Amos stated that the crew cleaned 16,032 sewer lines, CCTV'd 17,075 lines, and inspected 83 manholes. There were also 8 emergency blue stakes, and 2 lift station call outs last month. The crew installed the new control panel for the Mogollon Lift Station; we do need another back up pump for that station and we did get a quote for a new pump. Crew also did a lot of work around the district working on loaders and built new ramps for the equipment trailer. Future activities are getting the new pumps installed for Pino Ridge Lift Station, and Moonridge along with cleaning and check lines.

#### Update – Plant Department activities.

Plant Supervisor Rhyen states that the plant is healthy, average daily flow is 0.85MGD, nitrogen is at 1.6mg/L, and organic removal is at 98%. The issue with the Department of Health Services has been resolved. Kenny is off probation now. Everything was going good until the lightning strike last week. We are having to run our blowers manually because there is no communication between the plant and the SCADA. The part will be here next week to get that back up and running.

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

#### Accounting Report

Office Supervisor Wright stated that there were 5 new connections, bringing total active connections to 8,775. Closed out the year yesterday with the systems coordinator with Frey. Next Tuesday through Thursday the auditors will be in office. The districts workman's comp went down quite a bit. The office is running smoothly.

#### ***The Accounting Report concluded.***

### 7. BUSINESS

#### A. Discussion, Consideration, and possible action regarding upgrading SCADA system.

The existing SCADA system currently operates on the Citect platform, which is no longer supported and must be migrated to either Avena Plant SCADA or Ignition SCADA. Transitioning from Citect to Avena has been problematic and incurs higher

annual licensing and support fees. The Citect platform has undergone three name changes since its initial implementation, while Ignition Scada has consistently maintained its brand identity with improvements delivered through version updates. The district has received two proposals for migrating our system Citect to Ignition SCADA. The district will also incorporate lightning protection and clarifiers into the upgraded SCADA system.

The district received three quotes PACE Engineering with New Ignition SCADA on Desktop Machine is \$101, 711, PACE Engineering with New Ignition SCADA on Server Machine is \$123,675, and Ripple Industries LLC is \$59,037. After reviewing these quotes it's clear that both companies utilize different systems, software, and hardware.

The recent lightning strike disabled our SCADA system and Ripple was called initially for assistance, but after three days with no progress PACE had to step in and restore functionality and they were able to do so in a day, excluding the blowers.

After that experience it's clear that Ripple is not qualified to execute the required system upgrade. The district is requesting approval to proceed with PACE's server-based solution which will provide automatic server backup and enhanced reliability.

***Board Vice Chair Beeler made a motion to approve PACE Engineering with New Ignition SCADA on Server for \$123,675.00. Board Member Peterson seconded.***

***Motion passed unanimously.***

**B. Discussion, Consideration, and possible action regarding replacing return sludge pump.**

The return sludge pump has gone out and needs to be replaced. The last time one was purchased was back in 2019. The district received four quotes. Pioneer Equipment at \$59,550.81 with a 20-week lead time, D&S Industrial \$75,000 (verbal), Tech-Flow \$70,595.48 with a 20–22-week lead time, and Tech-Flow \$21,497.52 VFD Style with a 6–8-week lead time. The district would like to purchase the Tech-Flow VFD style pump and then buy another one later down the road.

***Board Vice Chair Beeler made a motion to purchase the Tech-Flow VFD pump for \$21,497.52. Board Member Cook seconded.***

***Motion passed unanimously.***

**C. Discussion about Boyle, Pecharich, Cline, Whittington & Stallings Legal Fees.**

Mr. Whittington's office has provided the district with a summary of charges for the last five years as well as a more detailed summary of the projects they have been assigned to over the last 12 months.

Board Member Peterson doesn't feel the district needs an attorney, and board members should not be calling the attorney for any reason. Board Vice Chair Beeler disagrees stating the district needs one. Board Member Cook and Board Vice Chair Beeler stated that the district should only have the attorney here when we need him. Board Chair Meier thinks the district should just be cost cautious and only call when need be. Board Secretary Keith states to limit attorney visits, only use when needed is the most efficient way.

***No action is required.***

8. FUTURE AGENDA ITEMS

- Dump Truck Quotes.
- Review Bids for Stewart Job.
- Board would like an update on funds available in District accounts.

9. ADJOURNMENT

Board Chair Meier adjourned the meeting at approximately 4:33PM.

Adopted and approved this 14<sup>th</sup> day of August.

c/c Paul Meier  
Paul Meier, Board Chair