

PINETOP-LAKESIDE SANITARY DISTRICT

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REGULAR SESSION

MINUTES

March 12th, 2026

1. CALL TO ORDER

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

2. OPENING CEREMONY

Board Member Peterson 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, Dave Peterson, Board Member, and Paul Meier, Board Member. Staff Members present were Neil Cromwell, District Manager, Amber Wright, Office Supervisor, Sarah Heck, Accounting Clerk, Amanda Short, Accounts Receivables, Devon White, Legal Counsel for Pinetop Lakeside Sanitary District, Jeff Ryhan, Plant Supervisor, and Scott Amos, Collection Supervisor.

Jay Cook, Board Secretary, was excused.

4. CONSENT AGENDA

Board Member Peterson made a motion approving the Consent Agenda, as presented by Staff for February 2026 bills and invoices. Board Member Meier seconded.

Motion passed unanimously.

5. CALL TO THE PUBLIC

6. REPORTS AND CORRESPONDENCE

Board Chair's Report.

Board Secretary's Report.

Manager's Report.

Update – Collection System Department activities.

Collection Supervisor Amos stated that the collection crew cleaned 7,525 feet of sewer line, camera 7,419 lines, and inspected 43 manholes. We had one call out last month, pump overload. We started remodeling the women's bathroom. It's taking a little longer than we expected. Did our smoke testing on the north side of Rainbow Lake Drive. Doing more smoke testing this month. Pioneer line extension, when that starts, we won't have much to do on that. Gotta install a new panel at Piney Slope. It might be the end of the month or probably next month. And finish the women's bathroom.

Update – Plant Department activities.

Plant Supervisor Rhyan states that the plant had an average daily flow of 0.83MGD, nitrogen is 2.55, and organic removal is 97%. Also closing in on getting the SCADA finished up. Compost will go out next week; compost is made with sludge and wood chips in the power take-off mixer then dump it on the ground pile it up under air headers and insulate it and monitor the temperature. Then once it dries and cools off, we screen it. We compost about half of what we take in and haul the rest to Blue Hills. We have had some problems with the new dump truck not wanting to dump all the time, it's not down enough for a tech to come out and look at it yet, it must stop working all together for them to come out.

Update –District activities.

District Manager Cromwell stated the district got return pump one installed, still waiting on some wiring but should have it up and running next week. It can't run for very long due to that clarifier not being on. District also had a lateral launcher demo today; we didn't get to see the lateral launcher we wanted so they are supposed to come back out in May. District also had PACE come out and review the Lake Pointe Subdivision to see the impact it will have on our force main. It will be maxed once that subdivision and the one behind the lakeside lift station are developed. The influent pumps are in need of some new mechanical seals; we are doing some research on new styles that will be better than what we have we should have pricing later on.

The District Manager's Reports concluded.

Accounting Report

Office Supervisor Wright stated that there were 4 new connections, bringing total active connections to 8,810 active services. The budget is on track for what we projected. The next few months are going to be busy as we are getting ready for the budget with rates and fees and all that. Amanda is sitting in because the girls are going to start rotating all three of them to do the board meeting. I went to a governmental accounting conference a week ago. It was informative, except for they are trying to push AI on everything. Our HSA is going to go up 3%. Our medical, dental, vision is going to go up 5%, but we are still the lowest out of Kairos. The district also had a meeting with an RV park owner today; we will discuss it more at next month's board meeting.

The Accounting Report concluded.

7. BUSINESS

A. Discussion, Consideration, and possible action regarding Pinecone Lane Line Replacement.

There is approximately 520 feet of 15-inch main sewer line on Pinecone Lane that requires replacement. The project includes one manhole and seven service laterals. The line is a 15-inch clay line, and the district will go out and camera it to make sure we have enough slope in it. It collects rocks and debris in that section. The line has been there since the 80's. The district is requesting a motion to approve issuing this project through the JOC process.

Board Member Peterson made a motion to allow the district to put the Pinecone Lane Line Replacement out for JOC. Board Vice Chair Keith seconded the motion.

Motion passed unanimously.

B. Discussion, Consideration, and possible action regarding Control Panel for Piney Slope Lift Station.

Navopache Electric has notified the District that the existing control panel at the Piney Slope Lift Station must be replaced. As part of their utility upgrade to an all-underground system, the current 240-volt panel must be upgraded to a 480-volt panel. The district obtained the following quotes for the replacement: Tech Flow \$13,069.22, Dykman \$18,000, and Brax \$23,341.42. The district is requesting a motion to approve the Tech Flow quote in the amount of \$13,069.22 for the purchase of the new control panel.

Board Member Meier made a motion to approve the purchase of the Tech Flow control panel at \$13,069.22. Board Vice Chair Keith seconded the motion.

Motion passed unanimously.

C. Discussion, Consideration, and possible action regarding Pump for Scotts Pine #1.

The pump at Scotts Pine #1 is in need of replacement or a complete rebuild. The district requested quotes for both options. Tech Flow provided a quote of \$35,757.35 for a rebuild, but it's not a full rebuild they won't be doing the winding, if we want them to rewind it will be in the \$49,000 range. A quote for a new pump was obtained from Hennesy Mechanical, sole source provider for this pump, in the amount of \$49,576.61. The district recommends purchasing a new pump.

Board Member Meier made a motion to approve the purchase of a new pump from Hennesy Mechanical to not exceed \$51,000. Board Member Peterson seconded the motion.

Motion passed unanimously.

D. Discussion, Consideration and possible action regarding Budget Planning for Fiscal Year 2026-2027.

District staff have begun initial preparation for the Fiscal Year 2026-2027 budget. As this stage, the board may provide directions to staff regarding priorities, assumptions and requested updates. Staff are prepared to draft a preliminary budget for Board review at the April meeting.

No motion is needed currently.

8. FUTURE AGENDA ITEMS

- Investigate ballpark purchase.
- More information on Hilltop Properties.

9. ADJOURNMENT

Board Vice Chair Beeler adjourned the meeting at approximately 4:21PM.

Adopted and approved this 9th day of April.

c/c John Beeler
John Beeler, Board Chair