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Meeting Minutes Mt. Tipton Water Co. Board of Directors Monthly Meeting November 18, 2021

Mt Tipton Water Co will meet in a Regular Session at Mt Tipton Water Company office located at 15996 Ironwood Dr. Dolan Springs, AZ. This meeting is open to the public and is held pursuant to A.R.S. 38-431.01. If a member of the public would like to be on the agenda please use the public forum during the meeting to be placed on the following agenda or you may write the office, PO Box 38, Dolan Springs, AZ 86441, please give reasonable time for placement on agenda. The following topics and any variables thereto, will be subject to Board consideration, discussion, approval or other action. All items are set for possible action. The Board may vote to go into executive session on any agenda item, pursuant to A.R.S. 38-431.03.

Meeting called to order.2:16 pm

Pledge:

Roll call: Kiffer, Yukes, Perry, Sharp, Reed. All Present Quorum

Meeting Minutes: Approval of minutes from the last regular meeting.

Bill Reed made a motion to accept the minutes, Tracy Sharp seconded motion, all approved, motion carried.

Financial Report: Bill Reed, Treasurer. Net income was \$31,994.70, Expenses was \$23,760.41, Net income was \$8,234.29 Rob Perry made a motion to accept the financial report, Tracy Sharp seconded the motion, all approved, motion carried.

Field/Office Report: Brenda Mona, Office Manager. The newly purchased GMC was stuck in 4X4 low. It was towed to the dealer and was repaired by dealer. Parts were ordered for the Dolan MXA and Tim Lowell is gearing up to do the project. Staff was catching up after being off for COVID. Blow offs for the 4th quarter were finished. Disconnected meters were read, and one was found with high usage. The annual backflow tests were done by First Due Fire.

Officer Report or Questions:

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Call to the Public:

New Business:

- a) Discussion and possible action on Relief for customer. Tracey Sharp made the motion to reduce the bill to \$100.00 Bill Reed seconded, Richard Yukes abstained Motion carried.
- b) Discussion and possible action on Ratifying COVID pay. Richard Yukes made the motion to approve COVID Relief pay expense that has been paid out to employees, Tracy Sharp seconded, all approved, Motion carried.
- c) Discussion and possible action on water loss issue. The negative water loss issue was caused by entering well reads 4 days after the last meter was read.

Old Business:

- a) Discussion and possible action on employee dinner: After discussion it was recommended that this be moved to January. Contact Lori Taylor to Cater.
- b) Discussion and possible action regarding Kevin's well. Get cost to scrape and bail. See if Tim thinks it is worth repairing.
- c) Discussion and possible action regarding new well location. Consult with Rural Water Association. Joe Romo is the new Representative.
- d) Discussion and possible action on approving Purchase of used work truck. Remove from agenda 2001 GMC truck, with 51,000. miles, was purchased for \$13,584.
- e) Discussion and possible action on purchasing a hardwire security system for up to \$3,000. No Action.
- f) Discussion and possible action on outfitting company trailer. Tabled
- g) Discussion and possible action on CDBG grant and list of Priorities of projects. We received the application for the CDBG grant too late to respond.
- h) Discussion and Possible action on fire hydrants. Tracy Sharp made a motion to purchase a fire hydrant for \$2,500. to replace hydrant that is leaking, Repair leaking one with a rebuild kit, Bill Reed seconded all approved, motion carried.
- i) Discussion and possible action on record retention. Remove for now.
- j) Discussion and possible action on opening an Asset Management Plan by ADEQ. Paul Cornejo with KUV Consultants came and interviewed Brenda

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Mona, Tim Lowell and Walt Kiffer. Walt commented that judging by the questions being asked we were in better shape than he thought. Paul will be preparing a report that should be ready in two weeks.

- k) Discussion and possible action on update of computers. New modem came in and was damaged, CUSI will be shipping us a new one.
- l) Discussion and possible action on purchasing property to enhance access to Field well. Richard Yukes informed the Board that a survey has been done. The owners, son has said that the owner would like to sell us the piece of property. Richard has sent them a written offer but has not received the signed contract back.
- m) Discussion and possible action regarding Chambers Well. Brenda and Tim will meet with Frank on the 29th to show Frank the scope of the project.
- n) Discussion and possible action of ADEQ Grant Project. Electrical Engineer met with Tim Lowell and Walt Kiffer. Survey needs to be done Greg Carlson will contact Engineer to define requirements.
- o) Discussion and possible action regarding Line Extensions. Dolan MXA moving forward parts ordered.

Richard Yukes made the motion to go into executive session for Personnel Matters per ARS38.431.03(A)(1), Rob Perry seconded, all approved, motion carried. Board went into Executive session at 5:05 pm. Richard yukes made the motion to adjourned Executive Session, Tracy Sharp seconded motion all approved, motion carried, Excutive session closed at 5:28 pm Richard Yukes made the motion to allow Brenda Mona to work up to 40 hours from home, Rob Perry seconded the motion, all approved, motion passed.

Items for next Agenda:

Next Meeting Date: 12/16//2021

Adjourn: 5:31 pm Richard Yukes made the motion to adjourn, Bill Reed seconded all approved, motion carried.

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