

PINE-STRAWBERRY WATER IMPROVEMENT DISTRICT

Regular Meeting

Thursday October 27, 2022, at 4:00 p.m.

PSWID Administrative Office

6306 W Hardscrabble Rd.

Pine, AZ 85544

1. CALL TO ORDER

Raymond Headings called the meeting to order at 4:00 p.m.

2. PLEDGE OF ALLEGIANCE

Conducted by Raymond Headings

3. ROLL CALL OF BOARD MEMBERS

Conducted by Raymond Headings: Board members present: Raymond Headings, Thomas Reski, Sharon Hillman, George Gorkowski, Roger Childers, and Larry Bagshaw. Cory Ellsworth was present via Go to Meeting. A quorum was present. Jim Baldwin, Field Manager and Paul Hendricks, EUSI, and Steve Wene, the district's attorney, were also present.

4. CALL FOR MOTION TO APPROVE MINUTES OF THE FOLLOWING MEETING(S):

September 22, 2022 – Regular Meeting. George Gorkowski moved that the minutes be approved. Sharon Hillman seconded the motion. The motion carried unanimously.

October 13, 2022, Special Session. George Gorkowski moved that the minutes be approved. Sharon Hillman seconded the motion. The motion carried with Tom Reski and Roger Childers abstaining since they had missed that meeting.

5. REPORTS TO THE BOARD

- a. WIFA/EUSI Program Manager's Report– As posted to the website.
- b. Field Manager's Report - As posted to the website.
- c. Finance Manager's Report – As posted to the website.
- d. Treasurer's report – As posted to the website
- e. Secretary's report – None
- f. Vice Chairman's report – Tom Reski is looking into changing our IT support company. He is also looking at a new insurance company. He is looking into CC Craigin water. Also channel 12 news wants to have an interview with one of the board members.
- g. District Attorney's Report –Steve Wene reported that he was working on 2 things. He just conducted the open meeting law training today with the board and he gave assistance to the Parks family who had their home destroyed by fire.
- h. Chairman's report – As posted to the website

6. CALL TO THE PUBLIC. None

7. OLD BUSINESS

- I. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING AN ISSUE THAT AROSE DUE TO THE MORATORIUM.** Raymond Headings. Removed as resolved earlier today.
- II. **DISCUSS AND TAKE POSSIBLE ACTION REQUIRING A COST BENEFIT ANALYSIS FOR CAPITAL PURCHASES OVER \$9,999 AND ALSO REQUIRING A CHANGE TO SECTION AXI SECTION 9.2 IN THE RULES AND REGULATIONS.** George Gorkowski. George is requesting that any capital equipment purchases have a cost benefit analysis performed on them. This would require a change to the Rules and Regulations. The board discussed this and it would create a form driven paperwork trail on purchases and would be a good idea. The form will be numbered and placed on the website. The changes in the wording on the Rules and Regulations would be to AXI Section 9.2 and would read: Requests for procurement shall show justification of the need for the goods or services and funds designated for the expenditure. For Capital equipment purchases over \$9999.00, a cost benefit analysis/replacement worksheet (Form #) must be completed and presented to the chairman. The data must show the need for the replaced capital or the cost benefit analysis for the new equipment. The cost benefit analysis/replacement worksheet will be kept on file by the district's accountant for future reference. George Gorkowski moved that the change be made to the districts requisition procedure AXI 9.2 in the Rules and Regulations with the form number inserted. Sharon Hillman seconded the motion. The motion carried unanimously.

8. NEW BUSINESS

- I. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING CLOSING THE IMPACT FEE ACCOUNT AND TRANSFERRING THE FUNDS INTO THE OPERATIONS BANK ACCOUNT.** Sharon Hillman. The impact fee account had been maintained since 2009. The district recently was made aware that only cities and towns can collect impact fees, so we changed the name of the fee to hook-up fee. There is no longer a need to keep a separate account for these fees and the money can be deposited into the operations account to be used for the capital projects budget. Sharon Hillman moved that the chairman or vice chairman be authorized to sign the document transferring the funds from the Impact fee account to the operations account. Larry Bagshaw seconded the motion. The motion carried unanimously.
- II. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING ISSUING A TASK ORDER TO SUNRISE ENGINEERING FOR A CC CRAGIN WATER SOURCE PROJECT STUDY IN THE AMOUNT OF \$15,000.** Tom Reski. Tom presented a proposed task order from Sunrise Engineering to do a CC Cragin Water source study in the amount of \$15,000 as a first step to see if getting water from the reservoir is feasible for the district. The board discussed this and proposed that we ask Sunrise for a deadline for the task order and that we have SRP review the report before it is released to the public. Tom Reski moved that the board approve the task order for Sunrise Engineering in the amount of \$15,000 and authorized the chairman to sign it. Larry Bagshaw seconded the motion. The motion carried unanimously.
- III. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING OPENING THE MEETING WITH A PRAYER AFTER THE PLEDGE OF ALLEGIANCE.** Larry Bagshaw. Larry suggested that the board add a prayer back into the board meeting agenda. Tom Reski had researched the Supreme Court's ruling on prayers and stated that it was acceptable or that a moment of silence was also acceptable. Steve Wene said that we could have one if it was not compulsive. Larry moved to have a prayer. There was no second. Roger Childers then moved that the meeting have a moment of silence. Sharon Hillman seconded the motion. The motion carried unanimously.
- IV. **DISCUSS AND TAKE POSSIBLE ACTION REGARDING RESCHEDULING THE NOVEMBER MEETING AS THE 4TH THURSDAY IS THANKSGIVING DAY.** Larry Bagshaw. After a brief discussion, it was determined that a meeting would be held on December 1, 2022 and that would take the place of both the November and December meetings. George Gorkowski made the motion and Larry Bagshaw seconded it. The motion carried unanimously.

9. IDENTIFY POTENTIAL AGENDA ITEMS FOR THE NEXT SCHEDULED BOARD OF DIRECTORS MEETING ON NOVEMBER ??, 2022.

11. ADJOURNMENT. Tom Reski moved the meeting be adjourned. Sharon Hillman seconded the motion. The motion carried unanimously.

APPROVED