

Granite Oaks Water Users Association

Board Meeting Minutes

Meeting of November 16, 2022

Approved December 21, 2022

THOSE PRESENT

BOARD MEMBERS

Contract Staff

Ken Nelson, President-
Matt Olson –Vice President
Daryl Mathern, - Secretary
Ron Weber – Treasurer - Absent
J D Sale - Board Member
Jim Bricker – Board Member

Bob Busch, Manager, GOWUA
Allen Kaplan – Accountant
Cheryl Ibbotson – Ariz. Utility Billing Solutions
Derek Scott- A Quality Water Co.-Operator

Bill Whittington- Legal Counsel
Bill Weber – Weber’s NFP Insurance

1. The meeting was convened at 9:00 AM at 302 W. Willis St., Prescott, by President Ken Nelson.

2. Approval of Minutes of meeting of October 26, 2022

Ken Nelson noted a couple of typographical errors in the minutes.

Motion: Ron Weber moved to approve the minutes of October 26, 2022 with the corrections as noted. JD Sale seconded. Motion passed unanimously.

Ken Nelson introduced Bill Weber of Weber’s NFP Insurance:

Bill Weber handed out the insurance package proposal for 2023. He noted that premiums are going up. The increase this year is about \$600. He commented that the additional umbrella coverage was denied by the previous carrier due to capacity and a new one was found. He briefly reviewed the coverages included. He recommended updating property coverages. He reported that the umbrella coverage is 5m, and he suggested the Board consider getting quotes for higher limits. He recommended including the terrorism coverage at \$34.00. He discussed the different examples of a criminal act vs management liability. He suggested increasing the crime coverage limit, currently at \$100,000. Bill commented that the carrier requested the number of fire hydrants and the number of meters.

Action Item: Bob Busch will review and update property schedules and provide a map with the fire hydrant and meter information.

Motion: JD Sale moved to request the higher management liability quotes. Matt Olson Seconded. Motion passed unanimously.

Motion: Ron Weber moved to approve the insurance package as presented. Daryl Mathern seconded. Motion passed unanimously.

3. Reports:

3a. Financial Report

Allen Kaplan handed out the financial reports for October, 2022. He said that Revenue, at 219k is about 4k lower than last year at this time. Expenses of 204k are 11k more than a year ago, principally due to legal expenses and repairs. Net income at 23.5k is 7k less than last year. Current income and expenses are the same as last October. Cash is up by about 39k from the end of last year.

There was some discussion about the investment in the Charles Schwab account. One bond matures in December and there was a discussion about what should be done with that bond.

Motion: JD Sale moved to roll over the bond maturing in December for another 3 months. Daryl Mathern seconded. Motion passed unanimously.

Ken Nelson suggested that some of the legal expense may be associated with the ARPA grants and could be reimbursed under the ARPA program. There was some follow up discussion about submitting for reimbursement.

President Ken Nelson instructed legal counsel to separate BPCWS invoices to identify the two ARPA projects associated with the costs.

3b. Operator's Report

Derek Scott reported that repairs were made to the chlorine injector. He reported that there was an error in the October Post Oak sounding reading. Two sounders were compared and the Post Oak reading was determined to be incorrect. The defective sounder has been sent for repair.

He reported that he is attempting to hack the lock box at Glenshandra to recover the key.

Derek reported that his is waiting for the quote for transducers for the tanks.

3c. Arizona Utility Billing

Cheryl Ibbotson reported there was a problem with the Harmony system. Since the data is more than a week old, they will only call on the severe leaks. She handed out a list of the customers with continuing leaks.

3d. Manager's Report

Bob Busch reported that the unaccounted for water was about 3.92%- 177,066 gallons. He reported that water sold year to date was 6 acre feet less than a year ago. He stated that 18 customers used over 30k gallons during the month.

He reported that he, Ken Nelson and Bill Whittington met with the County to discuss ARPA procedures. Ken Nelson commented that documentation was required to justify searching for minority and women owned businesses. Bob Busch commented that both the ARPA projects will be required to be sent out for bids. There are ARPA requirements and contract clauses that must be included in the contract.

OLD BUSINESS

4a. Action Items

- *Action Item- Bob Busch will send a copy of the memo passed out to attendees at the October 5th meeting.*
Completed
- *Action Item: Bob Busch and Derek Scott will review chemical purchases to find the missing expense.*
Completed
- *Action Item: Allen Kaplan will contact Ron Weber concerning questions about the Schwab account.*
Completed

- *Action Item: Derek Scott will obtain a price for the tank transducers and present to the Board for consideration.*
Pending
- *Action Item: Bob Busch will have the PFOA testing information added to the website.*
Completed
- *Action Item: Bob Busch will check to see if the repairs for the lightning strike are covered by insurance.*
Completed
- *Action Item: Bob Busch will contact Ron Weber concerning the amount in excess of the Treasury Bonds, the Board members who are authorized signers on the account and the process for withdrawing funds..*
Completed
- *Action Item: Bob Busch will investigate the status of gravel work at Glenshandra.*
Completed – scheduled for January.

4b. Discussion and possible action concerning the proposed backup generator at Deerfield. Possible actions include finalizing the purchase of the generator and seeking proposals For installation.

No action taken.

5. NEW BUSINESS

5a. Discussion and possible action including authorization to obtain bids for new storage tank design and construction and design of new well at Glenshandra.

Bob Busch reported that he has prepared a bid package and publication notice to obtain bids for the additional tank. The notice would be published in the Courier with a tentative deadline of the end of December. After some discussion, it was the consensus to put the deadline on January 20th.

Motion: Matt Olson moved to authorize Bob Busch to publish a bid notice for the tank project. Ron Weber seconded. Motion passed unanimously.

There was some discussion about when to schedule the new well project. It was the consensus of the Board to consider it at the next meeting.

5b. Discussion and action concerning the possible reimbursement of legal fees in connection with the APRA projects.

See 3a. above.

Meeting was adjourned at approximately 10:50 AM.

Next meeting is scheduled for Wednesday, December 21st at 302 W. Willis.

Minutes transcribed by Bob Busch

Submitted By:

Secretary