

Granite Oaks Water Users Association  
**Board Meeting Minutes**  
Meeting of October 26, 2022

Draft

BOARD MEMBERS

THOSE PRESENT

Contract Staff

Ken Nelson, Vice 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

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

**2. Approval of Minutes of meeting of October 5, 2022**

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

**Motion: Matt Olson moved to approve the minutes of October 5, 2022 with the corrections as noted. Daryl Mathern seconded. Motion passed unanimously.**

*Action Item- Bob Busch will send a copy of the memo passed out to attendees at the October 5<sup>th</sup> meeting.*

**3. Reports:**

**3a. Financial Report**

Allen Kaplan handed out the financial reports for September, 2022. He said that Revenue, at 201k is about 2k higher than budgeted. Expenses are under budget for year to date at 10k vs the budgeted amount of 23k. Net income is at 31k vs the budgeted amount of 10.8k for year to date. Revenue is within about 2k of last year while expenses are about 12k higher due to legal expenses, Outside Services , Repairs and Maintenance .and Water Testing. Net income is about 7k less than a year ago. Cash is up by about 39k from the end of last year.

Derek Scott commented that no expense shows for chemicals when he has placed a couple of orders during the year.

*Action Item: Bob Busch and Derek Scott will review chemical purchases to find the missing expense.*

Allen Kaplan questioned the statement on the Schwab account. The Bonds were purchased for \$248,000 and there appears to be \$2,000 left over. He questioned what became of the \$2,000.

*Action Item: Allen Kaplan will contact Ron Weber concerning questions about the Schwab account.*

**3b. Operator's Report**

Derek Scott reported that AQuality responded to 4 Blue Stake order and assisted with 5 customer leak calls. He made a correction to the 9/6/22 static level reported to 385.1ft.

Ken Nelson asked whether the tank alarms are working properly. Derek Scott responded that they are working properly and an alarm will generate an email to him and the Manager.

Derek Scott suggested that the Board consider adding transducers to the tanks that would be tied into the Mission Control system. That would permit him to check tank levels via his phone.

*Action Item: Derek Scott will obtain a price for the tank transducers and present to the Board for consideration.*

### **3c. Arizona Utility Billing**

Cheryl Ibbotson reported there were 4 delinquencies over 30 days. Their staff is following up on those. She reported that there were 28 customer leak calls made at mid-month and 13 at the end of the month. The 13 calls at the end of the month were the lowest number of end-of-month calls made since the program was started in January.

### **3d. Manager's Report**

Bob Busch reported that the unaccounted for water was about 3.24%- 217,991 gallons. He reported that water sold year to date was 13 acre feet less than a year ago. He stated that 51 customers used over 30k gallons during the month. The average use per customer was 13,835 gallons.

He reported that he received a quote for an additional storage tank which was included with the Board packet. He reported that he has had several documents added to the website: Minutes of the Annual Meeting, Board minutes, financials and an updated service application.

Jim Bricker asked whether the PFOA testing results were on the website.

*Action Item: Bob Busch will have the PFOA testing information added to the website.*

Allen Kaplan asked whether the lighting strike repairs were covered by insurance.

*Action Item: Bob Busch will check to see if the repairs for the lightning strike are covered by insurance.*

## **OLD BUSINESS**

### **4a. Action Items**

- *Action Item: As Ken Nelson was absent, Daryl Mathern will contact Ken Nelson to confirm his willingness to serve as president.*  
Completed
- *Action Item: Bob Busch will coordinate with Bill Whittington to prepare contracts for work under the APRA agreements.*  
Completed

Bill Whittington handed out a document that included suggested contract forms for Design-Build and Consulting Agreement contracts along with ARPA procurement/contracting requirements. He explained the various provisions of the procurement and contracting requirements under ARPA grants. He stressed the importance of coordinating with the County to ensure that the provisions are being met. He suggested that a meeting be held with the County to review the planned approach by GOWUA. He also suggested that the Company might want to consider hiring a consultant to monitor compliance. Considerable discussion followed.

**MOTION: Daryl Mathern moved to authorize Bob Busch, Manager, to proceed with solicitations with using the contracts presented for consideration and to contact the County for guidance. Jay Dee Sale seconded. Motion passes unanimously.**

**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 approval of proposals received for projects associated with ARPA grants: addition of storage tank and new well. Possible action to approve contracts for same.**

Action taken above

**5b. Approval of a revision to the Policy Book to include Treasury Bonds as an investment option.**

A redline copy of the proposed change was discussed.

**MOTION: Matt Olson moved to approve the Policy Book revision as discussed. Daryl Mathern seconded. Motion passed unanimously.**

**5c. Ratification of the investment in Treasury Bonds thru Charles Schwab Brokerage.**

**MOTION: Matt Olson moved to ratify the placement of \$250,000 in Treasury Bonds with Charles Schwab. Daryl Mathern seconded. Motion passed unanimously.**

Jim Bricker asked about the extra \$2,000 shown in the account.

*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..*

**5d. Ratification of the approval of a proposal from Cummins Sales & Service for a 60kw propane generator in the amount of \$30,785.00 plus tax and shipping, for the replacement of the existing backup generator at the Deerfield well site.**

**MOTION: Daryl Mathern moved to ratify the approval to purchase the 60kw propane generator from Cummins in the amount of \$30,785.00 plus tax and shipping. Jim Bricker seconded. Motion passed unanimously.**

Ken Nelson asked about the gravel work planned for rear gate at Glenshandra.

*Action Item: Bob Busch will investigate the status of gravel work at Glenshandra.*

Meeting was adjourned at approximately 10:30 AM.

**Next meeting is scheduled for Wednesday, November 16th at 302 W. Willis.**

Minutes transcribed by Bob Busch

**Submitted By:**

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**Secretary**