

Granite Oaks Water Users Association
Board Meeting Minutes
Meeting of April 27 2022

Approved May 25, 2022

THOSE PRESENT

BOARD MEMBERS

Contract Staff

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

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

Guests: Mike Ellis- Fortiline Waterworks
Dave Conaway – Master Meter

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

2. Approval of Minutes of meeting of March 23, 2022

There were several grammatical and typographical corrections noted to the minutes.

Motion: Daryl Mathern moved to approve the minutes of March 23rd as corrected. JD Sale seconded. Motion passed unanimously.

3. Reports:

3a. Financial Report

Allen Kaplan handed out his summary for the first quarter, 2022. He said that year to date revenue was right on budget: 47.5k budgeted vs 46.7k actual. Expenses year to date are about 20k under budget: the main items being Repairs & Maintenance, Legal & Professional and Outside Services. He reported that total revenue year to date is very close to this period last year even though there are 6 more customers. Net Income is about the same as this time a year ago, with a loss of 2.3k. He reported that the Balance Sheet showed that cash decreased by 15k from December, 2021 and assets increased about 24k. He said one CD with New York Community Bank (\$111.9k) matured last month and was renewed. There was a discussion about the posting of the Purchased Power Adjustment. It was agreed that Cheryl's posting of it as negative revenue was appropriate.

3b. Operator's Report

Derek Scott reported that ADWR sounded the wells and lost two sounders in two of the wells. The loss did not affect the sounding tubes. Derek re-sounded the wells and the readings are on the Operator's Report. MAP Testing has been completed. He said valve testing will be done in June. He will check fire hydrants for leaks. The fire department conducts flow tests on a percentage of the fire hydrants each year.

Derek introduced Mike Ellis from Fortiline Waterworks and Dave Conaway from Master Meter to discuss meter testing.

Mike Ellis asked for an explanation of the requirement for meter testing. Bob Busch read a section of the ACC Regulations covering meter testing. The regulations allow considerable discretion to the Company as to the details of the program.

There was considerable discussion about bench testing and the costs involved. Field testing, or "bucket testing" was discussed, including the questionable accuracy of the test. It was suggested that a percentage of meters be tested based on the age and use of the meters. Mike Ellis commented that pressure and volume impact the useful life of a meter. Meters are calibrated using low, medium and high flows. He suggested that a portable test unit be used to check meters in the field.

Dave commented that the data log feature helps customers to see when water has been used. Derek commented that very few customers have questioned meter accuracy. He stated that the meter data available on the new meters has satisfied nearly all customers that have had questions about their water use. Mike Ellis commented that getting the customer involved in the testing is very helpful.

Mike Ellis suggested that GOWUA keep track of usage on their meters and test a percentage of those with the highest usage. It was suggested that the Company determine the type of meter is installed for the customer with a 2 inch meter.

Cheryl Ibbotson handed out the latest Leak Report. Dave Conaway explained that the leak alert triggered when the meter has been running for 24 hours at the time the meter is read. Most of those attending understood that the alarm was triggered at 72 hours, rather than 24 hours.

3c. Arizona Utility Billing

Cheryl suggested that all customers on the leak report be called. The Board agreed by consensus.

Ken Nelson asked if there was a report showing when a customer has been on the report more than one month. Cheryl Ibbotson replied that a report showing that information is available and she will send it to Board Members.

Action Item: Cheryl Ibbotson will send a report showing customers with multiple leak alerts to Board Members.

3d. Manager's Report

Bob Busch reported that the unaccounted for water was about 7.2% at about 200,000 gallons. He reported that he received a quote for a propane backup generator for Deerfield. The quote from Empire Cat for the diesel generator was \$47,935 not including tax. The Coulter quote for the propane generator was \$43,950 with tax. The Coulter quote does not include the manufacturer of the generator.

Action Item: Bob Busch will request generator manufacturer information from Coulter Electric.

He reported that Prescott Fence submitted that application for permit to Yavapai County almost a month ago, and the County still has not issued the permit.

He reported that he has begun the application to APS for the rebate for the VFD installation. The Company should receive about \$8,000.

4. Old Business

4a. Action Items –

- *Action Item: Derek Scott will check to see what type(s) of meters are available and what the cost would be to replace the current meter.*
Item still open.
- *Action Item: Bob Busch will prepare a policy revision to state the discussed policy and submit to the Board for approval.*

Bob Busch distributed a proposed revised section of the Policy Book for review. JD Sale suggested that a statement be included to reference that a charge may be levied at the rate approved by tariff.

Motion: Matt Olson moved to approve the revision to the Policy Book with the suggested change. Ken Nelson seconded. Motion carried.

- *Action Item: Bob Busch will obtain a quote to complete the grading and rock work at Glenshandra .*
Item still open

4b. Discussion and possible approval of proposal to replace the backup generator at Deerfield. No action taken

5. New Business

5a. Discussion and possible action following report from Master Meter Representatives concerning field testing procedures for customer meters.

No action taken

Meeting was adjourned at approximately 10:35 AM.

Next meeting is scheduled for Wednesday, May 25th at 302 W. Willis.

Minutes transcribed by Bob Busch

Submitted By:

Secretary