

Doney Park Water
"A Member-Owned Cooperative"
Regular Meeting Minutes
July 19, 2023

Directors Present: Ed Peacock
Dennis Peat
Brittany Lehman

Also Present: Marc Twidwell – General Manager
Trish O'Reilly – Administrative Staff

Directors Absent: Selden Wasson
Eugene Sullivan

The Board of Directors held a regular Board Meeting at the Doney Park Water office at 5290 E. Northgate Loop. President Peacock called the meeting to order at 9:01AM.

The first agenda item was **Roll Call of Directors / Affirmation of Quorum** – Director's present affirmed a quorum.

Next on the agenda was **Call to the Public** – *no additional attendees*

Next the Board reviewed the **Consent Agenda – Approval of the June 2023 Board Meeting Minutes, 2023 Annual Board Meeting minutes, and June 2023 Financial Reports**

- All Directors present reviewed the Board Meeting Minutes for June 2023. One minor revision suggested. No further comments.
- All Directors present reviewed the revised Annual Board Meeting Minutes for June 2023. No comments.
- All Directors present reviewed the Organizational Meeting Minutes for June 2023. No comments.
- All Directors present reviewed the Financial Reports for June 2023. They discussed the increasing cost of health insurance for DPW employees, up 7%, plus increased expenses related to backhoe such as tires and hydraulic pump. No further comments.
- Secretary/Treasurer Lehman made a motion to approve all items on the Consent Agenda including minutes as amended, Vice President Peat seconded the motion, all were in favor, and the motion passed at 9:40AM.

Next on the agenda was the **Current Events, Reports and Correspondence.**

- **Manager's Report** – All Directors present reviewed the Manager's Report, no comments. Items reviewed in the Managers Report included:
 - Walnut Creek Subdivision – They have completed the line extension and have a few more requirements to meet before the new line is accepted by DPW.
 - Flood Mitigation – We have received inquiries from the County's engineering firm about infrastructure in the Government Tank flood corridor. Preliminary designs indicate that one mainline will be impacted by the project.
 - Vacancies – The operator hired last year took a job with Grand Canyon NPS. Openings for the operator position have been listed with little response. It was decided to advertise an opening for Field Technician and hopefully find a candidate that could possibly move into the operator position in the future. There has been great response to the Field Tech position and interviews are ongoing with some good prospects.

- **Office Report** – All Directors present reviewed the Office Report, no comments.
- **Operations Report** – All Directors present reviewed the Operations Report, no comments.
Items reviewed in the Operations Report included:
 - **Preventive Maintenance Activity** – Ongoing flushing of water mains: rigorous flushing of dead-end lines was done throughout the system.
 - **Ongoing distribution operation activity**
 - Wupatki Trails – Completed a vertical realignment on the 6” water main that was in the path of the new culvert located in the bar ditch. (Coconino County mitigation project).
 - Timberline Booster – Repaired the control valve that was malfunctioning. The control valve is now back online.
 - Cosnino Well site – The bottom layer of insulation was removed (approximately 8’ high) from the well/booster station building. Rodents have made their way into the building. The only way to make sure all access holes were plugged was to remove the insulation. All holes have been plugged and we will re-insulate the building prior to winter.
 - Koch Well site – #1 booster bearings in pump motor failed. The motor for the pump was repaired and the booster pump is now back online.
 - Walnut Creek Meadows Subdivision – The final inspection of the new water main was completed and there were several deficiencies found. The contractor is now working to correct the deficiencies. Vaults are in place and no meters will be installed until homeowners sign up for new service.

Next on the agenda was **New Business/Action Items**:

- The Board discussed diversification of funds and reviewed the information provided by the financial advisor, James Davis from Raymond James Financial. Vice President Peat motioned to proceed with moving \$1 million in cash to the Enhanced Savings Program at Raymond James Bank, where all funds will be FDIC insured and easily accessed, as well as \$400,000 into two insured CDs. Secretary/Treasurer Lehman seconded the motion, all were in favor, and the motion passed.

The last agenda item is **Director Comments** – no comments.

Secretary/Treasurer Lehman made a motion to adjourn at 10:20AM, Vice President Peat seconded the motion, all were in favor, and the motion was passed.