**BOARD MEETING MINUTES, PINEWOOD SANITARY DISTRICT**

**September 28, 2023**

**A. Administration: (Board members only)**

**1.  Open**

3:03pm

**2. Roll Call**

Present – Bill Spain, Len Friedlund, Gail Van Deurzen, Bob Timberman, Dick Drinen, Kass Kral

Absent – Barbara Sherman

**3. Administrative information**

**4.  Approval of the Board Minutes for August 10, 2023 with corrections of Brandon’s name.**

Motion to approve: Dick Drinen, Second: Gail Van Deurzen

Ayes: Len Friedlund, Bob Timberman, Kass Kral

Nays: none

**5.  Correspondence**

Lee Krosnicki has been in correspondence with ADEQ and WIFA

**6. Expenses Review P&L Report for August 2023 and balance sheet for August 2023.**

Bill Spain pointed out saving in July and August and Bob Timberman questioned a ratepayer’s fee being credited back.

**7.  Operations Report:  Plant – Lee Krosnicki / Collections – Mike Pepe**

Normal operations with no real monsoon impact this year

**8. Discussion occurred about impending Attorney General’s Compliance mandate.**

Bill Spain explained the expected judicial order as relayed in the ADEQ meeting of Thursday, September 21, 2023. Steps that would need to be taken and action relative to the mirroring of the consent orders of ADEQ.

**9. Moonshine Missions ADEQ provided assistance memo.**

Bill Spain explained the June 5th memorandum sent to Lee Krosnicki and not shared with the Board. Direction given to Lee Krosnicki to follow up with Moonshine Missions and set up meeting wot ascertain what assistance the group can off and then follow up with ADEQ and the Board.

**10. Update and Discussion with DR Richardson about Phase 3 and Phase 4 work status.**

DR explained that operations are running smoothly at this time and compliance with backwash valve installation is in progress. West side businesses are working with their engineers to hook up to the PSD sewer system. Bill Moore is waiting for a response from Lee Krosnicki about status of questions he emailed to Lee Krosnicki in September.

**11. Raschke Capacity Fee’s Collection.**

Bill Spain asked Lee Krosnicki to follow up with Dennis Raschke and procure the capacity fee agreement upon hook up for the four Lost Boulders Estates parcels.

**12. Status of 2022/2023 year end audit.**

Bill Spain asked Lee Krosnicki to obtain an update on completion of the audit and to schedule a Board presentation for October/November and then submit to WIFA.

**13. Update about employee safety and certification training.**

Bill Spain requested that Lee Krosnicki follow up on the training and prepare an active calendar for training of the staff at the next Board meeting.

**14. Discussion and possible action pertaining to the Board approval to spend $31,000 to repair the safety issues associated with the chlorine room.**

Motion to approve the $31K in funds: Bob Timberman, Second: Len Friedland

Ayes: Len Friedland, Bob Timberman, Gail Van Deurzen, Dick Drinen, Kass Kral

Nays: none

**15. Re-mapping discussion and suggestions regarding pursuit of the “FEMA Hazard Mitigation Program grant” and “BRIC-Building Resilient Infrastructure Community Grants”.**

Bill Spain asked Lee Krosnicki to research the two grant programs and reach out to county staff (John Carr) about the options available and about sponsoring PSD for the grants. Lee Krosnicki to report at October meeting.

**16. Theft of Services at 885 Reindeer discussion.**

DR Richardson followed through on a report to the Sheriff’s Office and the Lexus/Nexus community crime map now notes the report. The people have fled the property, and the home is being monitored by staff for any further theft of services.

**17. Review of Ardurra retainer contract and invoices and role of Ardurra in the 10/4/2023 community wide presentation about the upcoming 11/7/2023 vote.**

Bill Spain informed the Board of contract status and invoices to date and that Michael Jane’s had agreed to attend the Community Bond presentation and speak on behalf of support for the vote.

**18. Discussion about the establishment of recruitment committee to fill expected Board openings in 2024.**

Bill Spain discussed the need for Board recruitment, training and planning and asked each member to think about an actual strategy and to personally recruit potential business leaders with the expertise to be future Board members.

**19. Discussion and planning session for 10/4/2023 Community-Wide meeting concerning the**

**November 7, 2023, vote.**

Board was requested to attend the meeting and be prepared to speak on behalf of the group’s support for the impending vote.

**20. Discussion of the Royce/PSD litigation matter.**

Motion to enter into Executive Session under ARS 38-431.03(A)(3): Dick Drinen, Second: Gail Van Deurzen

Ayes: Len Friedland, Bob Timberman, Gail Van Deurzen, Dick Drinen, Kass Kral

Nays: none

**Returned to Open Session at 5:27pm with no further discussion.**

**Adjourn:**

5:35pm

Clerk of the Board

Gail Van Deurzen