

BOARD MEETING MINUTES, PINWOOD SANITARY DISTRICT

#5

July 13, 2023

A. Administration: (Board members only)

1. Open

2:57 pm

2. Pledge of allegiance

3. Roll Call

Present: Bill Spain, Len Friedlund, Gail VanDeurzen, Bob Timberman, Dick Drinen, Kass Kral

4. Administrative information – Status of Board Application for Barbara Sherman

Barbara Sherman submitted her application for the open Board position. Barbara's background was complimented by several board members. After review and discussion, the Board voted to bring Barbara Sherman onto the Board. Ayes: Len Friedlund, Gail Van Deurzen, Bob Timberman, Dick Drinen. Nays: none/

5. Approval of the Board Minutes for July 13, 2023

Motion to approve: Len Friedlund Second Bob Timberman

Ayes: Len Friedlund, Gail Van Deurzen, Bob Timberman, Dick Drinen, Kass Kral, Barbara Sherman

Nays: none

6. Correspondence

Lee Krosnicki has been in correspondence with ADEQ and WIFA and keeping up with the plant permitting. Lee has also been in contact with Marianne Klein regarding the Navajo Group several times and their request for more funding consideration

7. Expenses Review P&L Report for July and balance sheet for July.

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

9. Discussion of Navajo Group request for increased contribution from PSD to reach agreement for sewer/water 2005 issue.

Bill Spain explained the request to the Board. The group wanted \$18750 versus the \$10,000 the Board agreed to in May. Discussion ensued and Dick Drinen made a motion to table the item until August so that Legal Counsel could be obtained, Gail Van Deurzen seconded. The Board discussion was not favorable towards increasing the amount.

10. Review of chair memorandum to ADEQ/WIFA for quarterly touch base.

Bill Spain has a telephone conversation with new ADEQ representative, Steven Saeed and welcomed him to his new position and offered to review status with him once he settles into the position.

11. Update from Lee Krosnicki about status of Ardurra Engineering

Lee Krosnicki met with Michael Janes and DR and they toured the plant and lateral/manholes in order to ascertain where work should begin when the bond funding is passed in November 2023. Michael Jane to provide Board with updated initial contract for pre-work prior to launch of the full repairs to the collections system in the spring of 2024.

11. Update from Lee Krosnicki about Inspire sewage spill report to ADEQ, hook-up of phase 4 to the sewer and table count for rec hall.

Lee shared that no progress had been made with Phase 4 as the water lines are still not hooked up. Hlee had not reported the spill to ADEQ yet. The RV Park was asked for recreation hall information as to when it will open, number of tables etc., no response from Nick Green

12. Status update of back flow valves installation for Phase 3 and 4 and release of liability document.
Lee Krosnicki reported that Royce agreed to provide the liability release and he has received it.

13. Table count status for rec hall and strip mall.

Bob Timberman has brought to Bill Spain's attention that PSD needs a table count for the rec hall and strip mall. Since we do not have any idea when they will open, we do not need this information at this time. Table this item for next meeting.

14. Status of Shuster Companies hook-up on West side.

Bill Moore of Shuster Companies stated they are working with their engineers and architects to get the west side properties hooked up by the end of the season. (Agee's, Kotas, Chevron, RV Park rental) He stated that the restaurant and bar will not open this season. A new table count will be required before opening

15. Status of "Billing" conversion to quarterly discussed by Lisa Frazier.

Lisa stated she had completed the July Billings and that the third quarter billing covering August/September/October will go out in August

16. Status of computer conversion from Executech to Tom Hartsock.

Lisa Frazier shared that the conversion has been completed and that Tom has been very responsive and easy to work with. The monthly savings equates to about \$1500 a month with the conversion completed.

17. Status of sale of unused equipment by Lee Krosnicki

Lee shared that several pieces of older equipment have been sold raising \$25K. The 20 x 20 building purchased by Jim Wilson still remain unsold.

18. Discussion of litigation between PSD and Royce.

Bill Spain shared that oral arguments are scheduled for July 31, 2023 and that our legal counsel will be requesting that the Judge include other indispensable parties to the lawsuit and fight against Royce being able to collect attorney fees.

19. Discussion of planned Pinewood News article in August edition of the Pinewood News.

Bill Spain shared that an article had been prepared and delivered to the PW News and that the response from the community for all of the consistent articles this year has been very positive.

20. Update from Lee Krosnicki on equipment sale for income to the District.

Motion for executive session under ARS 38-431.03(A)(3): Dick Drinen

Second: Bob Timberman

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

21. Review of Pinewood News impending article on District financial issues.

Bill Spain shared the article with the board.

22. Discussion of status of review of staffing, payroll and recent layoffs. The Board may enter executive session under ARS 38-431.03(A)(1.)

Dick Drinen motioned, Gail Van Deurzen seconded. All voted to enter into Executive Session at 4:50 pm and returned to open session at 5:30 pm

23. Lee Krosnicki's performance appraisal and budgeting direction for 7.1.2023 Implementation. Discussion on committee to import the performance appraisal. The Board may enter executive session under ARS 38-431.03(A)(1)

24. Review of July 15th 2023 PPOA presentation and November 7th election.

Bill Spain shared his planned speech at the PPOA meeting and the plan to educate the Munds Park voters about the upcoming election.