

Pinewood Sanitary District

Board Meeting Minutes for the Regular Board Meeting held on January 9, 2025, at 3:00pm

A. Administrative: (Board members only)

1. Open

Kass Kral, Chairman, called the meeting to order at 3:00pm

2. Pledge of Allegiance

3. Roll Call

Kass Kral called roll. Mark Giebelhaus, Dick Drinen, Barb Sherman, Joe Hedgecock and Kass Kral were present. Len Friedlund was not present.

4. Administrative Information

Staff present that the estimated time for customers to have online access to their accounts is the end of the first quarter.

5. Approval of the Board Minutes December 12, 2024

Barb Sherman moved to approve the minutes for the December 12, 2024, Board meeting. Mark Giebelhaus seconded. Mark Giebelhaus, Barb Sherman, Joe Hedgecock and Dick Drinen voted in favor.

There were zero nay votes.

6. Correspondence

Staff presented that the issues to make payment on the website are being worked on.

PSD received a total of 6 Christmas cards.

Staff also received a note from a customer expressing their dissatisfaction with PSD.

7. December 2024 Budget Review

Barb Sherman presented that we are still on track with budget. She also stated that the FY 25-26 budget needs to start getting worked on. She will meet with staff in February to begin discussing the new FY 25-26 budget.

8. Operations Report

DR discussed that there was an issue with roots in an easement that needed to be taken care of soon and needed to be hired out for staff to be focused on ADEQ projects.

DR spoke about the CCTV in the previous meeting and may move forward but that will be discussed further in section 13.

Plant side normally pushes approximately 120,000 gallons but for the last 5 days the plant has only been pushing 40,000-50,000 gallons. Plant side staff is working on getting the issue resolved.

B. Unfinished Business

9. Discussion and possible action regarding RH Borden I&I monitoring contract

DR reported that monitoring devices are installed.

The monitoring devices will also be able to show data on where the most populated section of the park is. ADEQ is aware of the installation based on the status report filed.

10. Update on ADEQ Report Status

DR states that the report has been sent and received and will be going under review.

11. Discussion and possible action regarding filling Board vacancies

Kass Kral says there are vacancies on the board that need to be filled.

Staff are advised to publish that the board has a vacancy.

C. New Business

12. Discussion and possible action with Tim Hansen (Nordstrom & Associates) regarding 2024 audit

Tim Hansen provided a summary of the audit results and states the audit went smoothly working with new staff. He states the chart of accounts in QuickBooks should be simplified. Dick Drinen moved to accept the 2024 audit. Barb Sherman seconded. Mark Giebelhaus, Barb Sherman, Joe Hedgecock and Dick Drinen voted in favor.

13. Discussion and possible action regarding Twin D (RH Borden) CCTV quote

DR is going to proceed with getting the rest of the park done between now and March. He has also received three different quotes from other companies, and one is a sister company to HR Borden.

Call to the Public for non-agenda items. No action will be taken on any subject not on the agenda. (Limits to 5 minutes will be enforced)

Nancy (Lost Boulder Estates) expressed her further questions about her property and asked for information regarding documents that are being recorded.

Another member of the community asked for information about the fees Munds Park residents are paying along with questions regarding possible meetings with Ardurra.

Kass Kral advised staff to provide information, as appropriate, to these questions.

Meeting adjourned at 3:53pm