

Doney Park Water
"A Member-Owned Cooperative"
Regular Meeting Minutes
December 21, 2022

Directors Present: Jim Timney
Eugene Sullivan
Selden Wasson
Dennis Peat
Brittany Lehman

Also Present: Marc Twidwell – General Manager
Trish O'Reilly – Administrative Staff
Ed Peacock – DPW Member

The Board of Directors held a regular Board Meeting at the Doney Park Water office at 5290 E. Northgate Loop. Director Timney called the meeting to order at 9:03 a.m.

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** –

- Member Ed Peacock was in attendance to observe the meeting.

The Board reviewed the **Consent Agenda – Approval of the November 2022 Board Meeting Minutes and November 2022 Financial Reports**

- a. All Directors present reviewed the November 2022 Board Minutes.
- b. All Directors present reviewed the November 2022 Financial Reports. Director Sullivan questioned operating at a loss at end of 2022 and Marc explained it was normal due to revenue normally dropping in Winter. In addition, revenue was down a lot this Summer due to extra heavy Monsoon rains. Expenses were also down because focus was not on doing larger projects but on uncovering meters buried in mud, finding valves, and repairs. The past two years DPW's operating expenses were down due to supply chain issues since it was difficult to get supplies in. He noted that it is getting better but electronics still taking longer. Director Peat asked about the ~\$9k expense for field tools and Marc said it is for the new GPS which finally came in and is working great.
- c. Director Wasson made a motion to approve all items on the consent agenda, Director Sullivan seconded the motion, all were in favor, and the motion passed.

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

- a. **Manager's Report** – All Directors present reviewed the Manager's Report. Items reviewed in the Managers Report.
 - i. **Operation & Maintenance Agreements** – DPW has had an operation and maintenance agreement with the USFS for the Elden Springs Horse camp since 1993. USFS now has a new vender that will be managing the camp starting January of 2023. This will be discussed further in "New business" next month.
 - ii. **Gunman Line Replacement** – ADEQ considers it more than an upgrade since going from 1.5" to 6", so CD&E Engineering firm has been hired for engineering and drawings. Director Timney asked about including a loop, but Marc said we

will wait for line extension so we do not complicate the immediately needed line replacement.

- iii. **2023 Budget** – The 2023 budget is complete and ready for the Boards review and approval. This will be discussed further in “New business.”

b. **Office Report** - All Directors present reviewed the Office Report.

c. **Operations Report** – All Directors present reviewed the Operations Report.

- i. **Preventive Maintenance Activity** – Ongoing flushing of water mains: rigorous flushing of dead-end lines was done throughout the system.

ii. **Ongoing distribution operation activity**

- **Area flooding** – Work continues on the flood clean up.
- **Lunar Road flood repair** – Lunar Road was graded by DPW: about 100 yards of a new 6-8” layer of AB gravel was laid with DPW dump truck, flattened with DPW backhoe. The road is a critical pathway to Open Sky well site. The road is not a county-maintained road.
- **Hutton Ranch Road** – While potholing, a leak was discovered on the main line just off Hutton Ranch Road. The water main line was repaired and put back into service.
- **Gunman Road** – DPW personnel have met with CD&E Engineering firm to discuss the water mainline upgrade/replacement. Existing utilities have been mapped and documented to aide in the planning and installation of the new water main. All parts have been ordered and received.

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

- a. Review of 2023 Budget – Approval motioned by Direction Wasson, Director Sullivan seconded the motion, and the motion was passed at 10:17 a.m.
- b. Discussion of Operations & Maintenance (O&M) and Wholesale Water Agreements:
 - a. USFS and NFS
 - i. Horse Camp not in service area, but we provide them with water. There are fifteen faucets with a 2” meter serving it at the rate of \$175/month. It is a liability to maintain the one mile of line, especially because it runs across the burn area and will flood. Director Timney motioned to terminate the O&M for Horse Camp, seconded by Director Lehman, all approved. They can contract with DPW to repair as needed in the future.
 - ii. Sunset Crater / Wupatki – More info to follow next meeting.
- c. Discussion of Tariffs. Marc will be presenting potential changes to tariffs, such as:
 - a. Idea to add “fourth tier” commodity rate, which might help encourage conservation.
 - b. Change meter size requirement for Wholesale water accounts – currently only 2” size, need 1” option for places like Horse Camp.

The last agenda item is **Director Comments**

- Director Sullivan asked about hardship accounts. Marc explained that we offer information to members regarding state and private assistance programs, as well as internally we will provide payment agreements to spread out payments over six months.
- Director Peat, in questioning the financial reports, stated that he believed the Clearing account should never be on the Balance sheet and that it should be a separate Ledger. Marc responded that he would look into that and get back to everyone via email.
- Director Timney asked about the status of Walnut Meadows subdivision. Marc said that all pipes have been laid on private property and that the developers are waiting on USFS permit for gas and then they will install gas and water lines at the same time on USFS property.

Director Peat made a motion to adjourn at 11:06am, Director Lehman seconded the motion, all were in favor, and the motion was passed.