

**Blue Ridge Domestic Water Improvement District (BRDWID)**  
**Minutes of the Board of Directors Open Public Meeting**  
**Oct 17, 2024 at 9:00 A.M.**  
**Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ 86024**

**ZOOM Link:**  
<https://zoom.us/j/91059075240?pwd=DFGehjT2ak5smyaXkXjUNbXZLaXiMQ.1>

**Call-in number:** 669-444-9171

Meeting ID: 910 5907 5240  
Passcode: 747288

**1. Call to Order**

Chairman Tom Osterday called the Blue Ridge Domestic Water Improvement District (BRDWID) meeting to order at 9:02 am.

**Board Member Roll Call:** Tom Osterday, Dan Goodwin, Brian Willia and Mike Bourne were present John Ritter was absent.

**Quorum:** Tom Osterday declared that 4 board members were present and that constituted a quorum to conduct business.

**2. Pledge of Allegiance**

**3. Accept Agenda as Presented**

Tom stated that a motion be made to delete discussion on 7C due to John Ritter being absent from Meeting and accept the Agenda as presented except 7C. Mike Bourne made the Motion, Tom seconded the motion.

The motion was passed by Mike Bourne, Tom Osterday, Dan Goodwin and Brian Willia.

**4. Call to the Public**

None

**5. General Manager's Report**

Mike Bourne (acting GM) presented his report which will be posted on the BRDWID website.

AZ-811 Blue Stake has noted there is an outstanding balance to be paid before the Board may utilize services. Brian noted that it was recently paid.

Working on ADEQ compliance.

Meter read accuracy is improving.

Leak issue are being resolved.

SUM is billing bulk water sales.

There have been more work and service orders recently than in previous months.

18 customers having water turned off due to delinquency.

Insulation being installed in meter boxes.

Insurance premium audit is completed.

**6. Consent Agenda Items**

**A. Approve Draft Minutes**

Mike Bourne made a motion to approve the draft minutes of the Sept 19, 2024 Regular Board meeting. Dan Goodwin seconded the motion.

The motion was passed by: Mike Bourne, Tom Osterday, Dan Goodwin and Brian Willia.

**7. Regular Agenda Items**

**A. Chairman's Report**

Tom Osterday (Chair) presented his report which will be posted on the BRDWID website.

Infrastructure Committee is making Progress

Need to update Rules and Regulations

Budget Committee coming early next year

3 Board positions expire 12/31/24

John and Brian will not serve after 12/31/24

District Manager position search continues

Financial Review close to completion

Will attend the Rural Groundwater Association meeting 1/2025

**B. Infrastructure Committee Update.**

Mike Bourne: Infrastructure Committee

Good presentation yesterday by Master Meter

Will start work soon on replacing VFD's at Starlight Well Pump House

**C. Water Supply Development Funds Update**

Postponed until the next meeting

**D. Insurance Policy Renewals**

Dan Goodwin reported:

Insurance is in place. We were able to secure a discount. Need to start earlier next year shopping for insurance.

**E. Financial Reports**

Brian Willia reported

Funds status-Good balances in accounts.

Funding sufficient for VFD's at Starlight Well Pump House

Profit/Loss Report presented

WIFA set asides-Will open a 4<sup>th</sup> Chase account for the set aside of "Debt Reserve Requirement"

APS now paid via email notice from APS to SUM

AZDOR to research the invoice Brian received from Coconino County Property Tax Accessors Office.

**8 Announcements**

A The next meeting will be Nov 21, 2024 at 9:00 am at the Starlight Pines Community center and via Zoom

**B Agenda item**

WIFA Grant update  
Starlight Pines VSD Bid review

**9 Adjournment**

Dan Goodwin made a motion to adjourn the meeting 9:45 am Brian Willia seconded.

Brian Willia, Mike Bourne, Tom Osterday and Dan Goodwin approved the motion.

**John Ritter** \_\_\_\_\_

John Ritter Board Secretary and Clerk  
Blue Ridge Domestic Water Improvement District

Prepared on: Oct 17, 2024

Tom Osterday Board Chairperson  
Blue Ridge Domestic Water Improvement District

Board Approved on: Nov 21, 2024