

**Blue Ridge Domestic Water Improvement District (BRDWID)**  
**Minutes of the Board of Directors Open Public Meeting**  
**May 16, 2024 at 9:00 A.M.**  
**Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ 86024**

**ZOOM Link:**

<https://zoom.us/j/6789156405?pwd=VnpYZGFVMU45b01Zd2x3bUNEZjBydz09&omn=91706310403>

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

Meeting ID: 678 915 6405

Passcode: 259120

**1. Call to Order**

Chairman Tom Osterday called the Blue Ridge Domestic Water Improvement District (BRDWID) meeting to order at 9:03 am.

**Board Member Roll Call:** Mike Bourne, Brian Willia, Tom Osterday and John Ritter were present. Casey Samsill 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**

Brian Willia made motion to accept the Agenda as presented. Seconded by: John Ritter.

The motion was passed by: John Ritter, Mike Bourne, Brian Willia and Tom Osterday.

**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.

There are currently 815 meters in the system with accounts.

The water samples taken on a regular basis had no discrepancies.

There are still issues with the booster pump system in Starlight Pines but it is being reviewed.

**6. Consent Agenda Items**

Brian Willia made a motion to approve the draft minutes of the April 18, 2024 Regular Board meeting.

Brian Willia, Mike Bourne, John Ritter and Tom Osterday approved the motion.

**7. Regular Agenda Items**

**A. Chairman's Report**

Tom Osterday provided a Chairman's report which will be posted on the BRDWID Website.

In the report Tom provided a status of the WIFA loan, County Elections and the implementation date of the Rate Increase.

The General Manager (GM) job is still being done by Mike Bourne as no candidates have been located. John Ritter will post the GM job ad in the surrounding areas as well as the BRDWID website.

There are 3 Board positions up for election this year, information regarding these positions is on the BRDWID website.

**B. Infrastructure Committee**

Tom Osterday announced that the committee will be made up of: John Drew, Eric Nelson, Tom Osterday, Mike Bourne and John Ritter. A meeting will be called soon to choose a chair and secretary.

**C. Water Supply Development Fund Application Update**

John Ritter prepared an application to fund 4 major projects within the District: Remote reading meters (\$400K), 3 phase power to the SPR wellsite (\$550K), SP Booster control system (\$60K) and SPR Well site generator (\$30K).

The grants are determined by the Median Household Income (MHI) of the area compared to the State MHI. Our MHI is above the state average so we don't currently qualify for a full grant.

**D. Financial Report. This will be posted on the BRDWID Website**

Brian Willia explained the reports and commented that reporting is getting much better and the District is operating in the black and is able to meet all financial commitments.

**E. Board Member Appointment**

Tom Osterday explained how the appointment process works and the steps needed for the Board to replace Casey Samsill as a Board member. A Board member selection will be made at the next regular meeting.

**8 Announcements**

A The next meeting will be June 20, 2024 at 9:00 am at the Starlight Pines Community center and via Zoom

**B Agenda item**

Board Member Appointment  
WIFA Grant update  
General Manager search update

**9 Adjournment**

Brian Willia made a motion to adjourn the meeting at 10:12am John Ritter seconded.

Brian Willia, Mike Bourne, John Ritter and Tom Osterday approved the motion.

**John Ritter**

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

Prepared on: May 17, 2024

Board Approved on: \_\_\_\_\_

Tom Osterday Board Chairperson  
Blue Ridge Domestic Water Improvement District