

Blue Ridge Domestic Water Improvement District (BRDWID)
Minutes of the Board of Directors Open Public Meeting
July 18, 2024 at 9:00 A.M.
Starlight Pines Community Center, 2740 Arapaho Drive, Happy Jack, AZ 86024

ZOOM Link:

<https://zoom.us/j/91046706113?pwd=3Da8DjhkK4BgCFFR3m0pow2dOBB0C5.1>

Call-in number: 669 444 9171

Meeting ID: 910 4670 6113
Passcode: 947167

1. Call to Order

Chairman Tom Osterday called the Blue Ridge Domestic Water Improvement District (BRDWID) meeting to order at 9:07 am.

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

Quorum: Tom Osterday declared that 5 board members were present and that constituted a quorum to conduct business.

2. Pledge of Allegiance

3. Accept Agenda as Presented

Mike Bourne made motion to accept the Agenda as presented. Seconded by: John Ritter.

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

4. Call to the Public

A member asked about what to do with a meter read error. The process is to call Southwestern Utility Management and request a re-read. There have been other re-reads this month and the meter readers were asked to be more careful and double check their numbers.

5. General Manager's Report

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

There are currently some reporting issues with the State, these are being resolved. The State is allowing us a little more time to complete the reports.

There were 4 work orders open last month and most have been closed.

There were a few customers who stopped paying their bills and were surprised when the water was turned off until the account was paid up to date.

Any meters found without active water accounts will be locked out until an account is created.

6. Consent Agenda Items

Brian Willia made a motion to approve the draft minutes of the June 20, 2024 Regular Board meeting. John Ritter seconded the motion.

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

7. Regular Agenda Items

A. Board Member Elections/Appointment

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

Tom Osterday explained that only two people put in for the three Board positions so an election will not be held. The County has a process of appointing members to the Board to ensure a full Board is available for the District.

Tom Osterday also mentioned that Winslow is starting a major development which could affect the District water supply, he is communicating directly with Winslow officials to get more information.

B. Arizona Special Districts (ASD) Membership Signing.

Tom Osterday and Mike Bourne signed the agreement allowing BRDWID to join the ASD.

C. Infrastructure Committee Walkthrough Update.

John Ritter and Mike Bourne provided an overview of the well site walk throughs conducted on July 12, 2024. The committee members as well as the public were invited to go through the 4 pump sites and ask questions about the functioning of the system. Many good questions were asked and answered during the tour and some issues will be added to the project list.

The committee will also take on researching Grant opportunities. A grant management source at ecivis.com was mentioned and will be investigated.

The committee will meet again on Aug 2, 2024 at 10:00 am, details of the meeting will be posted with the meeting notice and agenda.

D. Water Supply Development Fund Application Update

John Ritter explained how WIFA funding was reduced by the State Legislature and how the actual Grant criteria has been tightened due to the reduced funding. The District qualified for a combination of low interest loans and some Grant money, but the District Board does not want to take on any more debt at the is time. We notified WIFA to withdraw our application at this time.

E. Financial Report

Brian Willia presented the current Financials and explained how he is using set-asides to ensure the District commitments are kept. The reports will be posted on the BRDWID website.

8 Announcements

A The next meeting will be Aug 15, 2024 at 9:00 am at the Starlight Pines Community center and via Zoom

B Agenda item

Capital Expense Policy

WIFA Grant update

Rules and Regulation Review Committee

Budget Committee

Insurance policy review

9 Adjournment

Mike Bourne made a motion to adjourn the meeting at 10:10 am Dan Goodwin seconded.

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

John Ritter

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

Prepared on: July 19, 2024 _____

Tom Osterday Board Chairperson
Blue Ridge Domestic Water Improvement District

Board Approved on: _____