

**INSCRIPTION CANYON RANCH SANITARY DISTRICT**

**P.O. Box 215 Chino Valley, AZ 86323**

**~PUBLIC SESSION MINUTES~**

**January 21, 2016**

**Date:** Thursday January 21, 2016

**Time:** 9:00 a.m.

**Place:** The meeting was held in the Conference Room at 5360 W. Inscription Canyon Drive Prescott AZ

**1. CALL TO ORDER.**

The Governing Board for the Inscription Canyon Ranch Sanitary District convened into public session at approximately 9:00 a.m.

**2. ROLL CALL.**

Present were Al Poskanzer, Chairman; Bill Dickrell, Chairman; Bill Whittington, District Counsel; Bob Busch, District Manager and Isabel Yribe, District Clerk.

Members of the public:

- Dayne Taylor
- Bill Weber

**3. CALL TO THE PUBLIC**

- Dayne Taylor read a letter to the board offering to meet with them and sharing his knowledge on the upcoming plant expansion.

**4. Dave Barreira made a motion to VOTE TO GO INTO EXECUTIVE SESSION FOR: discussion or consultation for legal advice with the attorneys of the Inscription Canyon Ranch Sanitary District pursuant to A.R.S. Section 38-431.03. (A)(3) and discussion or consultation with the attorneys of the Inscription Canyon Ranch Sanitary District in order to consider its position and instruct its attorneys regarding the District's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation pursuant to A.R.S. Section 38-431.03. (A) (4) re:**

**A. Claim against PurSolar & Electric for damages to the Silent Moon Lift Station.**

**B. Contract terms to be included in proposed contract with Sunrise Engineering for design of improvements to wastewater treatment plant.**

**C. Commercial request for public records from Kimble McClymonds- Fee for providing public records.**

*Bill Dickrell seconded the motion. The motion passed unanimously without any discussion.*

*During the Executive Session, the public will be asked to leave the Board meeting room until the public session is re-convened*

**Executive session began at approximately 9:05 a.m.**

**RECONVENE INTO PUBLIC SESSION at approximately 9:20 a.m.**

## **5. REPORTS**

### **Manager Report**

Mr. Busch stated that he was in contact with Sunrise Engineering and was working with them on a scope of activities and milestones for the contract verbiage. Mr. Busch also stated that there were two records requests to the District. One from Kimble McClymonds and one from the water company. The water company was asking for effluent information. Mr. Busch is waiting for figures from MDI Financial to prepare the repayment to the developers. Mr. Busch believes that the payment is close to \$33,000 and not \$35,000 as previously thought.

## **6. CONSENT AGENDA (Routine items that may be approved by one motion)**

Minutes of Meetings

Minutes of Public Meeting of January 5, 2016

Executive Session Minutes of January 5, 2016

Reimbursement to District Manager for \$29.08.

Staples - copies of board packet documents (\$29.08).

*Mr. Dickrell made a motion to approve the consent agenda. Mr. Barreira seconded the motion. The motion passed unanimously without discussion.*

## **7. OLD BUSINESS – DISCUSSION & POSSIBLE ACTION RE:**

**A. Claim against PurSolar & Electric for damages to the Silent Moon Lift Station.** *No action taken on this matter.*

**B. Approval of insurance proposal: D&O insurance & umbrella policy. Presented by Bill Weber- Weber Insurance Agency.** *After a brief recap from Mr. Weber and newly quoted policy premiums, Mr. Barreira made a motion to approve the insurance proposal of D&O insurance and umbrella policy as presented by the Bill Weber Insurance Agency. Mr. Dickrell seconded the motion. The motion passed without any further discussion*

**C. Election of Officers of the Governing Board.** *Mr. Poskanzer made a motion that Mr. Dickrell become the board chairman and that Mr. Poskanzer become the Board Clerk with terms to commence at the next board meeting. Mr. Barreira seconded the motion, the motion passed unanimously.*

**D. Setting a time and place for future meetings of the District Board.** *Mr. Busch would set the next board meeting pending talks with Sunrise Engineering and the scope of work/milestones.*

## **8. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE:**

**A. Contract terms to be included in proposed contract with Sunrise Engineering for design of improvements to wastewater treatment plant.** *Mr. Busch was directed by way of consensus to communicate with Sunrise Engineering to discuss sludge handling and incorporate it into the scope of work.*

**B. Commercial request for public records from Kimble McClymonds- Fee for providing public records.** *After a brief discussion regarding the fees the district should charge for the commercial*

*records request, Mr. Poskanzer made a motion that the fee for the records requested by Kimble McClymonds be \$100. Mr. Barreira seconded the motion. The motion passed unanimously with no further discussion.*

**9. ADJOURNMENT**

Therefore, the meeting was adjourned at 10:15 a.m.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk

DRAFT