

INSCRIPTION CANYON RANCH SANITARY DISTRICT

P.O. Box 215 Chino Valley, AZ 86323

~PUBLIC SESSION MINUTES~

Approved 11/18/16

August 19, 2016

Date: Friday August 19, 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 Bill Dickrell, Chairman; Al Poskanzer, Board Member; Dave Barreira, Board Member; Bill Whittington, District Counsel; Bob Busch, District Manager, Isabel Yribe, Clerk and the following audience members.

- Derek Scott

3. Bill Dickrell 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. Possible financing and repayment options for WWTP replacement and expansion.

C. District Land Use Issues

D. Storage and Retention of Records in Connection with Claim for Legal Fees

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

4. Reports

Manager's Report

- **Review of June financial statements** *Mr. Busch stated that there was a discrepancy regarding \$800,000 in the Restricted Capital Account. It is overstated by approximately \$46,600 because the Yavapai Co. Treasurer placed that amount in the Restricted Capital Account rather than in the Unrestricted Capital Account as intended. Mr. Busch has remedied the situation by having it transferred to the correct account.*
- **Status of Plant Operations** *Mr. Busch reported that one effluent bag is full and was due to be removed within the next 30-45 days.*
- **Plant treatment daily averages** *Mr. Busch stated that the average for June was 46,491 gallons per day and July was 44,254 gallons per day.*
- **Status of project for treatment plant upgrade/expansion** *Mr. Busch stated that the electrical engineer needs to make an inspection/visit to the WWTP to review electrical loads and capacity. The inspection is covered under the Sunrise contract at the cost of approximately \$2,600*
- **audit of lot sales** *Mr. Busch stated that out of 15 lot sales that were audited, there was no record of lot fees being paid for two lot sales. He stated that after contacting the developer the lot fees were subsequently paid.*

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

Minutes of Meetings

Minutes of Public Meeting of June 14, 2016

Executive Session Minutes of June 14, 2016

Reimbursement to District Manager for \$10.77 Walmart - copy supplies (\$10.77)

Mr. Dickrell made a motion to approve the consent agenda. Mr. Poskanzer seconded the motion. The motion passed unanimously.

6. OLD BUSINESS - DISCUSSION & POSSIBLE ACTION RE:

- Claim against PurSolar & Electric for damages to the Silent Moon Lift Station, including Registrar of Contractors complaint and possible court action.** *Mr. Dickrell made a motion to proceed as discussed in executive session.*
- Setting a time and place for future meetings of the District Board.** *The date and time for the next board meeting will be decided when the need to meet arises.*
- District Land Use Issues.** *There was no action necessary at this time.*

7. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE:

- Approval of financial reports for June 2016.** *Mr. Dickrell made a motion to approve the financial reports for June 2016. Mr. Barreira seconded the motion. The motion passed unanimously without discussion.*
- Possible Agreement to permit AQuality Water to use ICRSD testing lab temporarily for another client.** *Mr. Derek Scott proposed that the district temporarily rent out the ICRSD testing lab to Country Club Townhomes for \$100 per month. Mr. Poskanzer seconded the motion. The motion passed unanimously without further discussion.*

C. Survey of WWTP property in connection with contract with Sunrise Engineering for plant upgrade/expansion. *Mr. Dickrell made a motion to authorize the District Manager to sign the work order with Granite Basin Engineering for the survey of WWTP property in connection with contract with Sunrise Engineering for plant upgrade/expansion. The cost is \$1,000. Mr. Poskanzer seconded the motion. The motion passed unanimously without discussion.*

D. Service agreement with Empire-Cat for semiannual servicing and load testing of backup generators (cost \$2,304) *Mr. Barreira made a motion to approve the service agreement with Empire-Cat for semiannual servicing and load testing of backup generators, and authorize the District Manager to sign the agreements. Mr. Dickrell seconded the motion. The motion passed unanimously without discussion.*

E. Possible financing and repayment options for WWTP replacement and expansion. *No action taken at this time.*

F. Storage and Retention of Records in Connection with Claim for Legal Fees. *No action taken at this time.*

G. Approval of Capacity Assurance forms for Talking Rock Ranch Phase 6. *Mr. Barreira made a motion to approve the Capacity Assurance forms for Talking Rock Ranch Phase 6 and authorize the Board Chair to execute the forms. Mr. Poskanzer seconded the motion. The motion passed unanimously without discussion.*

8. ADJOURNMENT

Mr. Poskanzer made a motion that the meeting be adjourned. Mr. Dickrell seconded the motion. The motion passed unanimously.

Therefore, the meeting was adjourned at 10:50 a.m.

Date

Board Clerk