

**INSCRIPTION CANYON RANCH SANITARY DISTRICT**

P.O. Box 215 Chino Valley, AZ 86323

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**PUBLIC SESSION**

~MINUTES~

Approved 5/1/12

January 31, 2012

**Date:** Tuesday January 31, 2012

**Time:** 2:00 p.m.

**Place:** Prescott Realty Office 5360 W. Inscription Canyon Rd. Prescott, AZ 86305

**1. CALL TO ORDER.**

The Governing Board for the Inscription Canyon Ranch Sanitary District convened into public session at approximately 2:00 p.m.

**2. ROLL CALL.**

Bob Hilb, Chairman; Brian Ray, Board Member; Scott Robbins, Board Member; Bob Busch, District Manager; Isabel Yribe, District Clerk; Bill Weber, Insurance Representative, and the following audience members according to the sign in sheet:

Clint Poteet	John Freeman
Dayne Taylor	Eileen McGowan
Hugh Pryor	Leo Sullivan
Dick Tracey	

**3. DISCUSSION & POSSIBLE ACTION RE;**

**A. Renewal of insurance coverage for the District. Mr. Bill Weber of Weber Insurance will review the insurance renewal proposal. Mr. Webber still hadn't arrived at the meeting so the Chairman proceeded to the next agenda item.**

**B. Consideration of proposals from two engineering firms to serve as District Engineer for the District. Mr. Hilb stated that Mr. Whittington was still reviewing these proposals and had significant changes for the Boards review. This item would have to be tabled.**

- **Dayne Taylor** asked what proposals Mr. Hilb was referring to. *Mr. Hilb clarified.*

**4. EXECUTIVE SESSION**

Mr. Hilb stated that there was no need to convene into Executive Session as there were no updates or instructions that the Attorneys needed at this time.

**5. REMAINING AGENDA ITEMS**

Mr. Hilb stated that the rest of the agenda items would be tabled at this time with exception of the Insurance Review.

**6. RECESS**

The Public Session went into recess at approximately 2:05 p.m. as Mr. Weber had not yet arrived at the meeting.

**7. RECONVENE INTO PUBLIC SESSION** at approximately 2:10 p.m.

**8. INSURANCE REVIEW**

Mr. Weber of Weber's Insurance Service went through the proposal from American Alternative Insurance Corporation (AAIC). There were several questions the Board Members asked regarding the renewal of the insurance policy. Because of the claims history Mr. Weber stated that to get the renewal he had to send a letter of recommendation to AAIC that we had a better risk than before. He cited that there was a new board, we have new expertise, that we had paid employees as among factors that AAIC wanted to see. Mr. Weber recommended that the District lock into the price and renew the policy. He explained that property damage insurance covers property above ground, except in cases where there are pumps or other equipment underground. The policy would not cover underground pipe breaks or damage. Mr. Weber asked that the board give him a new schedule of every location that was to be covered under the policy they were discussing. Some of the questions asked regarded coverage for pollution, broken equipment; underground pipes should they burst. Also discussed were the limits of liability coverage. Mr. Hilb asked how the District compared to other Districts or entities similar to theirs. Mr. Weber stated that each entity differed according to their specific needs. He stated that this policy would suit the District's needs. Mr. Weber stated that in regards to liability insurance that vendors carry should carry and that the District should require and maintain certificates of insurance on file with the District Manager. Mr. Weber went over Wrongful Termination coverage regarding the Districts employees. He mentioned that he could probably find less expensive coverage for this item from other insurers would bring back a quote to the board to consider. Mr. Weber asked the audience members if they had any questions. They did not.

*Scott Robbins made a motion that the District approve the insurance renewal proposal by American Alternative Insurance at the higher amount of \$4547 and that Bob Hilb have authorization to sign the policy renewal proposal. Brian Ray seconded the motion, the motion passed unanimously without discussion.*

**11. ADJOURNMENT**

Therefore the meeting was adjourned at 3:00 p.m.

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Date

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Board Clerk