

INSCRIPTION CANYON RANCH SANITARY DISTRICT

P.O. Box 215 Chino Valley, AZ 86323

~ PUBLIC SESSION MINUTES~

June 22, 2018

Approved August 1, 2018

Date: Friday June 22, 2018

Draft2

Time: 3:30 p.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 3:30 pm.

2. ROLL CALL.

Present were Dave Barreira Board Chair, Bill Dickrell, Board Member, Stephen Polk, legal counsel, and Bob Busch, District Manager. Mr. Sterling Johnson, Mr. John Terwilliger, Mr. Clint Poteet and Mr. Bob Hilb were present as a members of the public.

3. CALL TO THE PUBLIC

Although not on the agenda, Mr. Barreira asked if any member of the public had any comments.

Mr. Hilb cautioned the Board in commissioning a capacity analysis. He suggested that averages should be used according to ADEQ. Averages should be closer to 50,000 than peak day. On peak day there were no violations. He said he thinks capacity is closer to 90,000. He said he thinks that with average flow per home of 83 gallons, 240 homes could be added before reaching 70,000. The 62,500 number is just a stated number in the permit and is not actual plant capacity which is close to 90,000 gallons per day.

Clint Poteet stated he understood that Civiltec was hired to do a capacity analysis of the plant. He said that Dwight Zemp told him it would take 2-3 months in order to establish a baseline on the plant. He asked if Civiltec was going to take 2-3 months to create a baseline. Mr. Barreira responded that he had not seen the scope of work.

4. *Mr. Barreira stated that although there is an Executive Session on the Agenda, there were no items requiring legal advice, and so this agenda item would be skipped.*

5. NEW BUSINESS - DISCUSSION & POSSIBLE ACTION RE:

A. Possible ratification of the actions of the District Manager in engaging Civiltec Engineering to perform an evaluation of the wastewater treatment plant, including a flow assessment, operating conditions, capacity evaluation and incoming flows, and report findings to the District. The work is to be performed on a time and material basis, not to exceed \$15,000 and will be completed by July 16, 2018.

Mr. Dickrell moved to approve this agenda item. Mr. Dickrell seconded.

Mr. Busch stated that with the schedule of events set for July, particularly with a Moratorium Hearing, it appeared that an engineering analysis was needed prior to that hearing. He stated he talked to a couple of engineering firms, and Civiltec indicated they could perform an analysis and have results to the District by July 16th, before the Moratorium Hearing, at a cost not to exceed \$15,000. He said he then took it upon himself to engage them. They are already working on the analysis.

Motion was carried unanimously.

B. Possible ratification of the District Manager's action to engage Sunrise Engineering on a time and material basis to review documents, drawings, water quality report and technical data submitted to the District on Notice of Intent to Discharge forms, in connection with the development at Sterling Ranch at Talking Rock, and report results to the District by July 6th

Mr. Dickrell moved to ratify the District Manager's actions. Mr. Barreira seconded.

Mr. Busch explained that at the last court hearing, the District needed to have an engineering review performed on the documents associated with the NOI. He said he contacted Sunrise Engineering who stated they could perform the review on a time and material basis by July 6th. He said he engaged Sunrise to do the work. He stated that Sunrise has nearly completed the work and said the cost will likely be less than \$2,000.

Motion passed unanimously.

C. Possible approval of Instruction to Bond Counsel to call election for the purpose of obtaining voter approval of a loan of up to \$2,000,000 from WIFA (Water Infrastructure Finance Authority) for improvements and expansion of the wastewater treatment plant.

Mr. Barreira stated that this item was considered at the meeting yesterday and no action would be taken at this time.

D. Possible approval of an Intergovernmental Agreement for Election Services with Yavapai County for the 2018 elections.

Mr. Barreira stated that this item was considered at the meeting yesterday and no action would be taken at this time.

There being no further business, Mr. Dickrell declared the meeting adjourned. .

6. ADJOURNMENT

the meeting was adjourned at approximately 3:50 p.m.

Date

Board Clerk