

**MINUTES OF THE REGULAR MEETING  
OF THE I.C.R. SANITARY DISTRICT**

**February 22, 2007**

**Minutes approved: 03/08/07**

Time: 9:00 a.m.  
Place: 5360 W. Inscription Canyon Drive, Prescott, AZ 86305

I.C.R. Sanitary District Board of Directors  
Gene Leasure, Chair  
Dayne Taylor, Director  
Charlie Turney, Director

District Clerk  
Meg Kleinman  
Guests  
Clint Poteet, Harvard Investments  
Faith Wang, MDI

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**1. Call to Order**

The meeting was called to order at 9:00 a.m. by Chair Gene Leasure. A quorum was present for the purpose of conducting business.

**2.** Present were Gene Leasure, Chair, Dayne Taylor, Director, Charlie Turney, Director, and Meg Kleinman, District Clerk.

**3. After discussion, Dayne moved to approve the Regular Session Minutes of February 8, 2007, with corrections. Gene seconded; motion passed unanimously.**

**4. NEW BUSINESS**

**a. MDI Report—Faith Wang January 2007 Financial Report**

The Board and Faith discussed how to straighten out the Chartier Account. Faith will add “(50%)” to the accounts that are shared with Harvard Investments. She will also bold the totals for easier recognition. The Aging Report shows one property owing a hookup fee from several months ago.

*Action Item: Dayne will check the address of the parcel number to learn status of property.*

**b. E.coli testing**—Pat Carpenter from A Quality Water in checking into the requirements and procedures and equipments necessary to do this testing.

**c. Plant backup equipment**—A Quality Water has recommended the Board purchase certain equipment to use as backup in case of emergency.

**After discussion, Gene moved to purchase a VFD for the blowers and a re-build kit for the chemical feed pump. Dayne seconded; motion passed unanimously.**

**d. Open Meeting Law report—Meg Kleinman**

The District Clerk attended a workshop on the Open Meeting Law presented by the Solicitor General of Arizona. Suggestions were made to improve the Agendas to better inform District residents about the meetings and the importance of not discussing or deciding anything at a meeting if it is not on the Agenda.

**5. OLD BUSINESS**

**a. Fann Environmental Phase II, Item 1 status**

The Board received a report from FE with proposals from several treatment plant manufacturers. Discussion on these proposals is postponed until the March 8 meeting.

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## b. District data storage

Today is the last day of the 30-day free trial. Charlie received a proposal from another company. Comparison shows the current provider to be the better deal as far as cost and storage space.

**Charlie moved to contract with WebEx Office, at \$49.95 per month, for data storage. Gene seconded; motion passed unanimously.**

## c. Civiltec activity

- i. **Invoice update**—Dayne will ask Civiltec to allocate their billing to the various developments, i.e., ICR, WC, Preserve and TRR.
- ii. **WC Phase 5, 6, & 7 status**—Dayne has communicated with Doug McMillan, who has gone through the WC drawings and made a list of what needs to be addressed. Doug was to have sent it to Lyons early in the week of February 19<sup>th</sup>. Dayne has not heard whether this was done.
- iii. **TRR status**—Revised drawings have been sent to Civiltec.

## d. Whispering Canyon additional phase activity—No response--TABLED

## e. Harvard Investment

- i. **WC/HI status**—Clint has no information about this. He suggests Gene call Craig Krumwiede directly.
- ii. **Pivotal status**—Clint has no information about this. He suggests Gene call Craig Krumwiede directly.
- iii. **Developer sanitation fee accounting status**—Clint has no information about this. He suggests Gene call Craig Krumwiede directly.
- iv. **Metal building completion schedule**—Clint reported that Joe has had people working on this. The noise level has been reduced. Dayne said a neighbor was very pleased with the improvement in noise level recently.
- v. **Grease trap inspection**—Clint reported that he showed Chris the café grease trap and has records of TRR's regular inspections and cleaning. Anyone is welcome to inspect the grease trap and/or their records at any time. He (Clint) is the contact for this.
- vi. **Lift station backup generator at TRR**—Clint has authorized putting in the necessary transfer switch, and is awaiting a bid from Gentech for a portable generator.

*Action Item: Gene will check the WC lift station to see whether it is wired to use a generator.*

## f. Generator maintenance activity

- i. **AGM status**—Dayne contacted AGM about the inadvertent check that was sent to them renewing the generator maintenance contract. He explained the Board intends to contract with another company. AGM agreed to refund the entire amount. There remains a balance due AGM for work done under their contract, which the Board will pay as soon as the refund is received.
- ii. **New proposal status**—Charlie received a second proposal from Canyon Auto for a regular maintenance schedule at \$363 every 90 days. The Mobile Fleet Service/Unick Truck Repair proposal is \$90 every 90 days, plus parts at cost.

**Charlie moved to contract with Mobile/Unick for an annual maintenance schedule of every 90 days, for \$90 plus parts at cost. Dayne seconded; motion passed unanimously.**

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- g. Chemical drum handling activity**—Dayne reported that the equipment will arrive Feb. 23, 2007.
  - h. ADEQ activity**—No current information—**TABLED**
  - i. County activity**—Dayne will give Ken Spedding a copy of the letter the Board received from Doug just before the March 8<sup>th</sup> meeting.
  - j. Chartier activity**—The Board discussed the format of an accounting statement to be sent registered mail to Mr. Chartier, and the subsequent bills from MDI. Gene will explain what is needed to MDI.
  - k. Wallace proposal**—Even though Wallace reviewed the CD with the Board’s financial records before making their proposal, the Board isn’t sure they understand the complete scope of work. There are many questions about the proposal. Dayne spoke with them and is expecting another proposal on Feb. 23. The Board would like to schedule a special meeting with Wallace to have an in-depth discussion of the Board’s current and future needs.
  - l. HLS activity**—Gene has carefully reviewed the itemized invoice. He separated the work done after the contract with the Board expired. The Board believes this amount is not owed. The rest was examined for appropriateness and a total reached. Gene will send a letter a letter of explanation to HLS, along with a check as final payment.
  - m. 2007 Ordinance**—Doug Nelson has the draft Ordinance and will review it as soon as he can.
  - n. Santec update**—Clint has heard nothing from Santec regarding the repairs they made last fall.
- 6. Call to the public**—**The Board may not discuss or take action on matters during the call to the public that are not specifically on the Agenda. The Board may respond to criticism made by those who addressed the Board, ask staff to review a matter, or ask that a matter be put on a future agenda.**  
No members of the public were present.
- 7. Adjourn Meeting at 12:10 p.m.**

*District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees’ participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairperson, and shall begin with stating and spelling of the speaker’s name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Meg Kleinman, District Clerk of the Board of Directors, for the I.C.R. Sanitary District, at (928) 925-3638. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to the District Clerk, ICR Sanitary District, 5360 W. Inscription Canyon Drive, Prescott, AZ 86305.*