

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, April 20, 2016
7:00 p.m.
Avra Water Co-op, Inc.
11821 West Picture Rocks Road
Tucson, Arizona 85743**

1. CALL TO ORDER

President Doug Schneider called the meeting to order at 7:09 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Doug Schneider, President	Camille Julin, Vice President
Colleen McDonald, Secretary	Greg Hamilton, Director
Micha Koepel, Director	

Staff Members present at the meeting included:

Cathy Kuefler, Administrative Manager	Jeff Feasel, Operations Manager
Linda Paxton, Contract Bookkeeper	

3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS

There were no guests present.

4. REVISION AND ADOPTION OF THE AGENDA

MOTION: It was moved by Micha Koeppel to approve the Agenda for April 20, 2016.

**SECONDED
APPROVED**

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Camille Julin to approve the minutes from the Board Meeting on March 16, 2015.

**SECONDED
APPROVED**

6. OFFICER'S REPORT

PRESIDENT'S REPORT – The president did not have anything to report.

TREASURER'S REPORT – In Jack's absence, Doug reported that income was in excess of expenses and there were all yes's on the Financial Analysis report.

MOTION: It was moved by Micha Koeppel to approve the Treasurer's Report.

**SECONDED
APPROVED**

7. ADMINISTRATIVE MANAGER'S REPORT

Hoover Power Update – Cathy reported that there were no public comments regarding the transfer of our 808 ac. ft. CAP allocation. This is good news in that the process will be able to move forward and ADWR can now send their recommendation off to CAWCD. We should be receiving something from ADWR shortly.

Community Development Block Grant – Cathy spoke to Pima County regarding our contract for the grant. They are expediting that and as soon as it is received back from the Deputy County Attorney, Daniel will contact me to pick it up and have Doug sign so that we can get it right back to them.

Vehicles – The new on-call vehicle has been delivered and the old truck was turned in to go to auction. We should hear in the next 30 days how much that brought in. We should hear on the other replacement in the next few months. In the meantime, Chris Hill who purchased our last Toyota that was replaced called to inquire if we had another Toyota for sale. I let him know that we would have one going back and that I would have to get the board's approval and then get fair market value amounts to get a price and get back to him.

DNP's – There were 28 disconnections due to non-payment. (10 down from February)

Tohono O'odham Gaming Grant – I heard from Sharon Bronson's office and they were told that non-profits are eligible for the gaming grant so we will be sending in a request.

MOTION: A motion was made by Camille Julin to approve the Administrative Manager's report.

**SECONDED
APPROVED**

8. OPERATIONS MANAGER'S REPORT

Allen Lohn Resignation – Allen resigned 4/12/16 to take a management position at MDWID. Alex Villa was hired to replace him.

Tricon installed 6" pipe across Orange Grove at Calvin. AWC will abandon and tie-in to existing pipe as needed.

Noel – Pipe replacement/upgrade was completed at Noel by operations and Smythe Industries. Jeff has a meeting set up to meet Gary at Smythe to discuss the Noel Reservoir addition. They can do the design and build. Jeff also had a concern about the wash that goes through the property but that can be handled, if necessary, by a hydrologist before design. Jeff will get a scope of work together to present to the board at a future meeting and we will pull the estimate that was received from Westland last fall.

There was one service line leak repair in Section 9.

Quarterly maintenance was completed and parts were ordered for the chlorine generator.

Easement cleaning and line flushing continued as time allowed during the month.

MOTION: A motion was made by Micha Koeppel to accept the Operations Manager's Report.

**SECONDED
APPROVED**

9. OLD BUSINESS –

Noel Reservoir RFQ (Request for Qualifications) & RFP (Request for Proposals)
Discussed in the Operation's Report.

10. NEW BUSINESS –

There was no new business.

11. EXECUTIVE SESSION –

MOTION: A motion was made by Colleen McDonald at 7:50 p.m. to move into Executive Session.

**SECONDED
APPROVED**

MOTION: A motion was made by Micha Koeppel at 8:09 p.m. to adjourn the Executive Session.

**SECONDED
APPROVED**

MOTION: A motion was made by Camille Julin to approve a one-time merit bonus equal to an amount of 4% of Cathy's annual salary.

**SECONDED
APPROVED**

MOTION: A motion was made by Greg Hamilton to adjourn.

**SECONDED
APPROVED**

The Board adjourned at 8:10 p.m.

Respectfully submitted by,
Cathy Kuefler
Administrative Manager

Approved by the Co-op Board on May 18, 2016:


Colleen McDonald, Secretary