

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, July 19, 2017
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 7:00 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Doug Schneider, President	Greg Hamilton, Director
Jack Wheat, Treasurer	Colleen McDonald, Secretary
Micha Koepel, Director	Keith Winans, Director

Staff Members present at the meeting included:

Cathy Kuefler, Administrative Manager
Linda Coronado, Administrative Assistant

3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS

Kara Festa – Westland Resources. Kara gave the board an update on the progress of the new Noel Reservoir.

4. REVISION AND ADOPTION OF THE AGENDA

MOTION: It was moved by Keith Winans to approve the agenda for the July 19, 2017 board meeting.

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Micha Koeppel to approve the minutes from the board meeting on June 21, 2017.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – Doug reported that he was unable to meet with Rep. Bowers, but did meet Rep. Mark Finchem to discuss the sponsored legislation in the last session - HB 2524 would make our type of non-profit, member owned, co-op not be required to go to the ACC for a rate case.

TREASURER'S REPORT – It was reported that income was in excess of expenses for the month of June and there were all “yes’s” on the financials for the month.

MOTION: It was moved by Keith Winans to approve the President's and Treasurer's reports.

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

DNP's – There were 45 DNP's for the month of June & 36 in July.

Customer High Water Usage – Our sales were up for the month of June. Per our ACC BMP – Customer High Water Use Notification Tariff, we have to monitor high use. We did not have any leak adjustments submitted; customers just used a lot of water.

CDBG Grant – We received our official letter from Sharon Bronson's office that we received \$20,000 to continue our Aging Meters/MXU Replacement Program. We are still waiting to get the contract for the CDBG funds for last year's grant.

Governance Training/Review – The draft 2017- 2018 Budget has been update to reflect the cost for Governance training. We will follow up with the training and review during the next fiscal year.

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

SECONDED
APPROVED

8. OPERATIONS MANAGER'S REPORT

- Shade was placed over Well 10 & Well 11 motors.
- The electrical issues at Well 11 were resolved.
- A service line leak was repaired in sections 3 & 4.
- We replaced valves at two sample stations and a meter stop in Section 33.
- Vegetation and fencing was removed from the lot next door. Prepped for new fence to be installed on the south and west sides.
- Jeff attended two OSHA update classes.
- MXU's are being installed in Section 35.
- Quarterly maintenance has been completed. We took quarterly samples and annual disinfection by-product samples.

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

SECONDED
APPROVED

9. UNFISHED BUSINESS –

2016-2017 FY Budget – The proposed budget was completed last month and reviewed by the board. It is pretty similar to past years. Medical insurance increased 30% due to the unknown of what will happen with the Affordable Care Act and materials and supplies was increased because of road repairs that have been made throughout our service area. It cannot be coded as a capital improvement and so we put it in 620.

MOTION – A Motion was made by Micha Koeppel to approve the 2017-2018 fiscal year budget as presented to the board.

SECONDED
APPROVED

10. NEW BUSINESS – No new business.

11. EXECUTIVE SESSION – No executive session.

MOTION: A motion was made by Jack Wheat to adjourn.

SECONDED
APPROVED

The Board adjourned at 8:02 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on August 16, 2017:



Colleen McDonald, Secretary