

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, March 21, 2018
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	Micha Koeppel, Director
Camille Julin, Vice President	Greg Hamilton, Director
Jack Wheat, Treasurer	Keith Winans, Director
Colleen McDonald, Secretary	

Staff Members present at the meeting included:

Cathy Kuefler, Administrative Manager
Linda Coronado, Administrative Assistant

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 as amended for March 21, 2018 with the addition of 11.1 Picture Rocks Digest under New Business.

SECONDED
APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Greg Hamilton to approve the minutes from the Regular Board Meeting on February 28, 2018.

SECONDED
APPROVED

6. EXECUTIVE SESSION – Noel Reservoir Contract Discussion - Tom Martinez and partner Ryan Benavides from Symth were in attendance for the discussion. The President, Doug Schneider will not be part of the discussion, due to a conflict of interest. He and Tom had a discussion about using Doug's services for radio scanning the inside of the reservoirs. Doug handed the discussion to the Vice President Camille Julin who then handed it to the director, Micha Koeppel.

MOTION: A motion was made by Jack Wheat to adjourn into Executive Session at 7:02 p.m.

SECONDED
APPROVED

MOTION: A motion was made by Micha Koeppel to adjourn from Executive Session at 8:20 p.m.

**SECOND
APPROVED**

7. OFFICER'S REPORT

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

TREASURER'S REPORT – Jack reported that income was in excess of expenses. He also met with Jaime Garcia, our Chase commercial representative, to review our accounts. Jaime suggested that we change our EFT account to a Platum Account to avoid extra fees and look into earning points on our Ink credit card to apply statement credits or points to us toward items for the annual meeting. Jack, Marya, and Cathy will be meeting with him to set up

MOTION: It was moved by Keith Winans to accept the Treasurer's report.

**SECONDED
APPROVED**

8. ADMINISTRATIVE MANAGER'S REPORT

Listing for 6830 N Sandario – Will discuss in Unfinished Business.

Calvin Line Looping Project – Sal and Garrick, from Westland Resources, are working on getting Blue-stakes completed so that they can get started on the design for the line looping project.

Mapping for the Office Lots – Settlemyer was here working on the topographic survey for our facility. We hope to have the report this week and will forward to the board once it is received.

Chase Banking – Discussed in Treasurers report.

I-11 Study Group – Cathy attended the first study group. There is no funding for the project. At this time they are trying to complete a Tier 1 Environmental Impact Study. They want input on what the community has to say and what should be included in the study.

Administrative Manager's Annual Review – Camille and Micha will meet with Cathy for her annual review.

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

**SECONDED
APPROVED**

9. OPERATIONS SUPERINTENDENT'S REPORT -

President Doug Schneider suggested that the board read the Operations Superintendent's report. Sal Madrid was not present at the meeting.

10. UNFISHED BUSINESS –

9.1 Noel Reservoir – The board discussed the construction observation change order from Westland for \$7,500.

MOTION: A motion was made by Jack Wheat to approve the Noel change order from Westland Resources for \$7,500.

SECONDED

APPROVED

9.2 Listing for Property at 6830 N. Sandario – The property was sold at full price. Doug signed the closing paperwork and escrow should close on approximately April 16th.

9.3 SCADA System Upgrades – James Jessie, our SCADA tech, is supposed to get started on our SCADA system upgrade. The chlorine analyzer at Garcia went out. A new pump was ordered. It will be compatible with the SCADA system and we will get that on-line as well.

11. NEW BUSINESS –

11.1 Picture Rocks Digest – The President recommended supporting the Citizens for Picture Rocks by purchasing a space in the PR Digest for community news and water conservation information. Staff will look in to that.

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

SECONDED

APPROVED

The Board adjourned at 8:46 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on April 18, 2018:



Colleen McDonald, Secretary