

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, May 16, 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	Greg Hamilton, Director
Camille Julin, Vice President	Keith Winans, Director
Micha Koeppel, Director	

Staff Members present at the meeting included:

Cathy Kuefler, Administrative Manager
Linda Coronado, Administrative Assistant
Sal Madrid, Operations Superintendent

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 May 16, 2018.

SECONDED
APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Keith Winans to approve the minutes from the Regular Board Meeting on April 18, 2018.

SECONDED
APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – The president received the escrow paperwork for the sale of property 6830 N Sandario and we are set to close May 18, 2018.

TREASURER'S REPORT –The president reviewed the financials and reported that income was in excess of expenses. The budget draft for fiscal year 2018-19 will be done next month.

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

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

I-11 Corridor Meeting - The final meeting was held on April 26th. The meetings were done to provide a method for additional productive Pima County community conversations to inform the Interstate 11 Corridor Environmental Impact study with more specifics regarding community concerns. There was a lot of good information at the meetings.

Estimated Meter Reads – Our technicians found two meters that had dead batteries during meter reading. Per Title 14 -2-409 of the AAC, we can send an estimated bill to customers when a read is unable to be obtained using certain criteria. This was verified with the ACC.

Leak Adjustment – Sandario Baptist Church had a huge leak last month. They submitted a leak adjustment that was approved. We received a letter from the pastor, sent a response, and invited him to attend a board meeting.

Tohono O'odham Nation Gaming Grant – We received our letter from the Tohono O'odham Gaming Grant that non-profits are eligible to apply for funds again this year. We will be requesting funds for a line looping project on Ina just west of Van Ark and also for AB fill to use on service roads.

ACC Workshop Regarding Tax Liability for AIAC and CIAC – The ACC will be having a workshop on May 29th on the taxation of CIAC and AIAC. Cathy and Sal will attending.

Picture Rocks Digest – We had our first ¼ page ad in the May Digest and will continue placing an ad every month.

Development Plan – The board directed staff to look into hiring a part-time intern to go through and clean out the containers and organize our maps. Hopefully they will have enough experience with water infrastructure to help input information into the new Asset Management software as well.

8. OPERATIONS SUPERINTENDENT'S REPORT –

- We finished installing meters and MXU's in section 3. Our entire system is on radio reads.
- Continued cleaning out meter boxes and weed control.
- Maintenance work done within the system area – flushed dead end lines in Section 14, filled and repaired gravel on Orange Grove.
- The pressure transducer at Well 4 was replaced, repaired CI2 leak, and installed a window kit for the variable frequency drive at Van Ark.
- Master Plan - Sal and Cathy will continue working on it and keep the board updated. There are many items that have not been completed from the 2009 plan done by Westland.

MOTION: A motion was made by Greg Hamilton to approve the Administrative Manager's and Operations Superintendent's reports.
SECONDED
APPROVED

9. UNFINISHED BUSINESS –

9.1 Sale of 6830 N Sandario – Discussed in president's report.

9.2 SCADA System Upgrades – Our SCADA tech came out and installed an antenna and will be out again to continue with upgrades to our system at Well #4. Sal will keep the board updated on the progress of the upgrades.

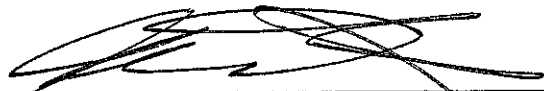
9.3 Mapping/Upgrades for Office Lots – Micha drew up a site plan and presented it to the board. Micha and Cathy went to Pima County Developmental Services and Flood Control to review the site plan with them and get more information. We are exempt from zoning and will need to follow certain flood guidelines and work with DOT on the driveways. Staff will start by getting estimates on the pole barn along the back of the property.

9.4 Asset Management Discussion – We will be using the A.M. software from EPA (CUPPS). The basic information is all together for sites, however this enable us to collect detailed information, original/replacement costs/ useful life, and future maintenance costs/reports for the entire system.

10. NEW BUSINESS – There was no new business.

MOTION: A motion was made by Micha Koeppel to adjourn.
SECOND:
APPROVED

The Board adjourned at 8:20 p.m.
Respectfully submitted by,
Linda Coronado
Administrative Assistant
Approved by the Co-op Board on June 20, 2018:



Colleen McDonald, Secretary