

**AVRA WATER CO-OP, INC.**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES Wednesday, June 19, 2019**  
**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
Micha Koeppel, Director	Keith Winans, Director

Staff Members present at the meeting included:

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

**3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS – No guests were present.**

**4. REVISION AND ADOPTION OF THE AGENDA**

**MOTION:** It was moved by Greg Hamilton to approve the agenda for June 19, 2019.

**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 17, 2019.

**SECONDED**  
**APPROVED**

**6. OFFICER'S REPORT**

**PRESIDENT'S REPORT – No report.**

**TREASURER'S REPORT –** In Jack's absence, the Administrative Manager reported that revenue was in excess of expenses for the month of May and there were all "yes's" on the financials. Sales were down for May but are looking up for June with the increased temps.

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

**SECONDED**  
**APPROVED**

**7. ADMINISTRATIVE MANAGER’S REPORT**

**Vehicle Leases** – We are in the process of purchasing the 2016 Nissan. We received \$6,600 for the sale of the Colorado that will cover the pay off on the Nissan. We also plan on leasing another Nissan next year.

**Workshop** – We have started construction on the Workshop. Pre-slab inspection passed and our concrete contractor poured the slab. We are looking to start the building on the 2<sup>nd</sup> week of July.

**Water Quality Report** – The report is complete and was posted to the website and is available in the front office.

**Tohono O’odham Gaming Grant** – We submitted two grant requests: DVA Repair/Replacement and mainline repair where erosion occurs during monsoon season.

**CDBG** – We were approved for another \$20K for new meters/MXU’s.

**Liability/Inland Marine/Board Accident Insurance** – Our policies renewed at pretty much the same premiums and we were also able to get a 3 year guarantee on our commercial liability policy.

**I-11-** The Tucson city council unanimously voted against the Avra Valley Route. AODT will take comments through July 6th.

**A.C.C. Investigation** – The A.C.C. has started an investigation to research how Utilities Terminate Service for Nonpayment. APS disconnected a customer last September who was found deceased a week later due to environmental heat exposure. This may have prompted the investigation.

**MOTION:** A motion was made by Micha Koeppel to approve the Administrative Manager’s report.

**SECONDED  
APPROVED**

**8. OPERATIONS MANAGER’S REPORT**

- We completed the Scada upgrade at Well #4 and Well #10.
- All site have been resprayed and trees trimmed, graveled our sample station & Van Ark site.
- Batteries for generators replaced.
- Our yearly maintenance was done on the C12 analyzer and pump.
- Chlorine generator: replaced the differential pressure switch and fan. We hope to look at replacing completely next fiscal year.
- Hydrant maintenance done

**MOTION:** A motion was made by Micha Koeppel to accept the Operations Superintendent’s Report.

**SECONDED  
APPROVED**

**9. UNFISHED BUSINESS** – No unfinished business.

**10. NEW BUSINESS –**

10.1 FY 2019/2020 Budget Discussion – The draft budget was completed and passed out to the board. They will review the draft budget and discuss at next month's meeting.

**11. Executive Session –**

11.1 Administrative Manager's Review

**MOTION:** A motion was made by Keith Winans to adjourn into Executive Session at 7:46 p.m.

**SECONDED**

**APPROVED**

**MOTION:** A motion was made by Micha Koeppel to adjourn Executive Session at 8:11 p.m.

**SECONDED**

**APPROVED**

**MOTION:** A motion was made by Greg Hamilton to approve the salary increase for the Administrative Manager based on her review as discussed in Executive Session.

**SECONDED**

**APPROVED**

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

**SECONDED**

**APPROVED**

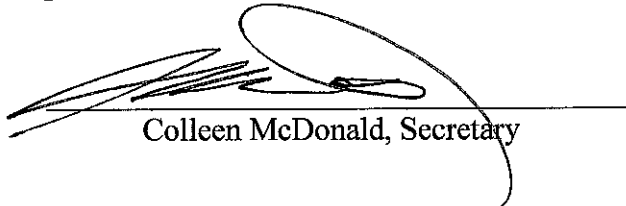
The Board adjourned at 8:12 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on July 17, 2019:

  
Colleen McDonald, Secretary