

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, January 15, 2020
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 7:19 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Doug Schneider, President Colleen McDonald, Secretary
Jack Wheat, Treasurer Keith Winans, Director

Staff Members present at the meeting included:

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

3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS –

There were no guests in attendance.

4. REVISION AND ADOPTION OF THE AGENDA

MOTION: It was moved by Keith Winans to approve the agenda for January 15, 2020.

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 December 18, 2019.

SECONDED
APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – No report.

TREASURER'S REPORT – The Treasurer reported that expenses were in excess of income for the month of December due to SCADA upgrades.

MOTION: It was moved by Colleen McDonald to approve the Treasurer's report.

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

Annual Reports – All of our reports are due in the next quarter – ACC, ADWR, and ADOR.

GPS Mapping - Theron attended a three day class in Phoenix last week on Esri ArcGis. He will contact Westland to see about our maps and certain files to continue updating them for AWC.

CDBG Grant – Our request for Line Looping and Replacement of Meters & MXUs will be turned in by the February deadline.

Water Management Assistance Program Groundwater Conservation Grant – Staff attended a grant workshop and are working on coming up with an in-depth grant proposal on loss from leaks and how AMI metering would benefit. We have a meeting Thursday the 16th with our Sensus rep on costs and ideas.

Operations Position – We are accepting applications for an operator position.

New Services – In the last few weeks we have had inquires on a potential of 12 new services.

Workers Compensation Renewal – Our policy will renew in February.

Risk Assessments and Emergency Response Plans - Staff will be attending a workshop on the new compliance regulations for ERP's.

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

**SECONDED
APPROVED**

8. OPERATIONS MANAGER'S REPORT

- NPL Construction is installing new gas mains and services so we have had numerous blue stakes. We are working closely to avoid any problems.
- Contractor hit one of our mainlines off Guthrie Rd. We reached out to them with no response, they have been billed for damages.
- Graded the road going out to Well #10 and #11. Backfilled exposed mainlines from previous rains. New service in section 35.
- The dump trailer required some welding repairs which staff repaired.
- Noel generator: The trickle charger needed to be replaced. We are waiting on a new battery from our vendor.

MOTION: A motion was made by Collen McDonald to accept the Operations Superintendent's Report.

**SECONDED
APPROVED**

9. **UNFISHINED BUSINESS** – There was no unfinished business.

10. **NEW BUSINESS** - There was no new business.

MOTION: A motion was made by Colleen McDonald to adjourn.

SECONDED

APPROVED

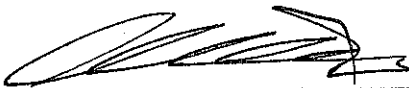
The Board adjourned at 7:55 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on February 19, 2020:



Colleen McDonald, Secretary