

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, February 19, 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 7:02 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Doug Schneider, President Micha Koeppel, Director

Jack Wheat, Treasurer Dayv Marlow, Director

Staff Members present at the meeting included:

Cathy Kuefler, Admin Mgr Sal Madrid, Ops Mgr

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 Micha Koeppel to approve the agenda for January 15, 2020.

SECONDED
APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Micha Koeppel to approve the minutes from the Regular Board Meeting on January 15, 2020.

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 January. Water sales were down. There were all “yes’s” on the financial report.

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

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

Annual Reports – Heather has started on the financial portion of the annual reports and staff is starting the other data necessary for ACC and ADWR reports.

GPS Mapping – Staff will be meeting with Chuck at Westland Resources to get some assistance with the base mapping for the system.

CDBG Grant – A Line Looping and Replacement of Meters & MXUs was submitted by the February deadline and they just notified us that the 2019 FY contract will be completed soon.

Water Management Assistance Program Groundwater Conservation Grant – We submitted a grant request for \$75,000 to fund our MXU Replacement Program for Groundwater Conservation.

Operations Position – We have hired a new operator. He comes to us from the mine and has some knowledge with the system and is excited to learn more and get his certification.

Office Remodel – The operations office was opened up to accommodate the whole team and front bathroom/kitchenette needed to be replaced and improved.

Annual Reviews – Theron had an excellent year and review this month, Sal will be getting his done this month and Cathy is due to have her review by the board.

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

**SECONDED
APPROVED**

8. OPERATIONS MANAGER'S REPORT

- NPL Construction continues to install new gas mains and services and the Blue Stakes and broken lines continue. We are working closely to avoid any more problems.
- Replaced booster motor at Rudasill and re-wired Van Ark.
- Poured a concrete pad at the shop for a compressor and cooler.
- Quarterly maintenance completed
- C12 generator maintenance.
- Weed maintenance at all sites.

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

**SECONDED
APPROVED**

9. UNFISHED BUSINESS – There was no unfinished business.

10. NEW BUSINESS – The board reviewed the Mission Statement and Conflict of Interest Policy. Those in attendance filled out and signed the Acknowledgement and Disclosure Form. The rest will be collected from the absent board members.

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

**SECONDED
APPROVED**

The Board adjourned at 7:37 p.m.

Respectfully submitted by,

Cathy Kuefler

Administrative Manager

Approved by the Co-op Board on March 18, 2020:



Colleen McDonald, Secretary