

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES Wednesday, April 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 7:05 p.m. video conference.

2. ROLL CALL

Board Members present included:

Doug Schneider, President	Micha Koeppel, Director
Jack Wheat, Treasurer	Keith Winans, Director
Colleen McDonald, Secretary	Dayv Marlow, Director
Camille Julin, Vice President	

Staff Members present at the meeting included:

Cathy Kuefler, Admin Mgr	Sal Madrid, Ops Mgr
Linda Coronado, Admin Ass	

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

4. REVISION AND ADOPTION OF THE AGENDA

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

SECONDED
APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Dayv Marlow to approve the minutes from the Regular Board Meeting on March 18, 2020 and the Special Meeting on April 1, 2020.

SECONDED
APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – None

TREASURER'S REPORT – The Treasurer reported that expenses were in excess of income for the month of March because of property taxes. There were all "yes's" on the financial report.

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

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

COVID-19 Related Webinars/Meetings – Participated in many webinars regarding HR, Legal Aspects of COVID-19 and A.C.C. open meetings.

CDBG Grant – We receive the signed FY 19/20 contract. The new meters were purchased and we will start installing them after meter reading.

Audit – We received our Workman's Comp Audit back. Still waiting to hear back from Pima County regarding the grant audit.

Annual Reports – All annual report are done and have been sent in.

EPA "Essential Employee" Verification – EPA forwarded the letter to distribute to employees that verifies they are essential. It could help with transportation and little perks.

New Vehicle – Looked at Jim Click and a dealer in Chandler. Will purchase the vehicle with the best deal and lowest interest rate.

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

SECONDED

APPROVED

8. OPERATIONS MANAGER'S REPORT

- We had two new service installs in Section 16 and 35.
- Well #11: Bestway Electric repaired the top bearings of the motor and it is back in service.
- Had a leak just off of Picture Rocks from a garbage truck running over it. We repaired and I met with the homeowners for service relocation as this has been an ongoing issue.
- Pima County came out to do the site inspections. We passed that and have received certification.
- Generator battery at Noel has had problems for several months. We had Gentech come out once again and they replaced and upgraded the trickle charger.
- Cleaning section 34 for meter replacements.
- Tank divers were here to do their inspections. Based on their evaluation, all tanks looked good with the exception of Van Ark. Will look for quotes in the next month or two and anticipate a rehab/coating in October of this year.
- Chlorine Generator and Pothole machine – Our Cl2 generator stopped working for a short time, it is repaired and functioning now. Have contacted PSI for a proposal for a 20 & 40lb Cl2 generator as the life span is 10 years and we have had it 14 years. We are looking to purchase a second pothole machine, that we can repair leaks in separate areas at the same time.

MOTION: A motion was made by Dayv Marlow to reallocate 2019/2020 budget capital funds to the purchase of a new chlorinating system and pothole machine.

SECONDED

APPROVED

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

SECONDED
APPROVED

9. UNFISHED BUSINESS

9.1 COVID-19 Discussion – The office has been running smoothly. Customers have been really cooperative and paying their bills or making payment arrangements. The ACC has been focusing on A & B utilities, AWC is a C utility, but we are paying attention in case their moratorium affects us. We finally found hand sanitizer and we hope to be receiving another order soon.

10. NEW BUSINESS –

10.1 Possible Federal Funding – Staff will continue to look at possible funding available to us. The ACC moved to allowing corporations to apply for CARES Act /SBA loans/grant funding and relayed that at the April 15 open meeting. Unfortunately, those funds will probably be exhausted by the end of the day now that we have the approval.

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

SECONDED
APPROVED

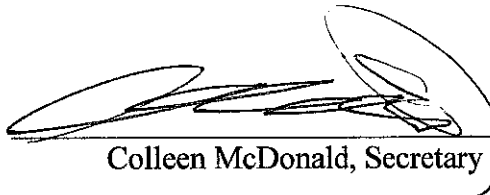
The Board adjourned at 8:04 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on May 20, 2020:



Colleen McDonald, Secretary