

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, May 19, 2021
Via Zoom Meetings

1. CALL TO ORDER

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	Jack Wheat, Treasurer
Colleen McDonald, Secretary	Dayv Marlow, Director
Keith Winans, Director	Joe Barber, 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 FOR MARCH 17, 2021

MOTION: It was moved by Dayv Marlow to approve the agenda for May 19, 2021.

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Joe Barber to approve the minutes from the Regular Board Meeting on March 17, 2021.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – Doug discussed the increase in land development and how that may impact the co-op and the importance of looking into RD funds and grant opportunities.

TREASURER'S REPORT – The Treasurer reported that for the month of March expenses were in excess of income due to property taxes and vehicle maintenance and for the month of April income was in excess of expenses and there were all “yes’s” on both of the financial reports.

MOTION: A motion was made by Keith Winans to approve the Treasurer's report.

SECONDED

APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

COVID-19 – Discussed in unfinished business.

GIS Mapping – Theron continues to work on updating the mapping. The operations team is updating forms in Survey 123, which helps with hydrant maintenance. Chuck will be out this week to meet with Theron and go over more forms within the GIS system.

DNP's- We had 58 DNP's last month and 33 this month. We continue to stress the importance of reaching out for utility assistant through Pima County Action Agency and Trico and communicating with us to avoid disconnection of water service.

Annual Review – Linda had her review which was very positive. Billy's review will be done next week.

Annual Reports – ADOR, ACC, and ADWR reports have all been completed and filed. We pumped 843 acre feet in 2020 which is the highest we have pumped since 2013.

Water Quality Report – We are finishing up with the MAP lab testing results on the CCR template and will have it posted on the website by July 1st.

Pima County Local Drought Impact Group – There was a discussion about the dry winter and non-existent monsoon season. Arizona hit extreme and exceptional drought conditions throughout the state. Pima County has a Drought Response Plan and the status has been at Stage I Drought Level for over 10 years. With these changes, the group will be meeting in August or September and working on revising that.

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

**SECONDED
APPROVED**

8. OPERATIONS MANAGER'S REPORT

- Two 6" mainline leaks, three service leaks and one leak that also had four new services connected.
- Fire hydrant maintenance is complete. Which included new paint, removing debris around hydrants and exercising the valves.
- Finished cleaning out meter boxes in sections 4 and 34. There was a fire at the warehouse where they make our meters and MXUs. This will delay our grant and change out program.
- June 1st we will begin our line looping project on Lord Lane.
- Completed our quarterly inventory.

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

**SECONDED
APPROVED**

9. UNFISHED BUSINESS

9.1 COVID-19 – The office remains closed to help keep staff healthy. Masks will be mandatory for members or staff that are in the office.

10. NEW BUSINESS

10.1 Customer Service Discussion – This will be discussed at next month’s meeting under Unfinished Business.

11. Executive Session –

11.1 Manager’s Reviews

MOTION: A motion was made by Jack Wheat to adjourn into Executive Session at 8:22 p.m.

SECONDED
APPROVED

MOTION: A motion was made by Jack Wheat to adjourn from Executive Session at 8:57 p.m.

SECONDED
APPROVED

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

SECONDED
APPROVED

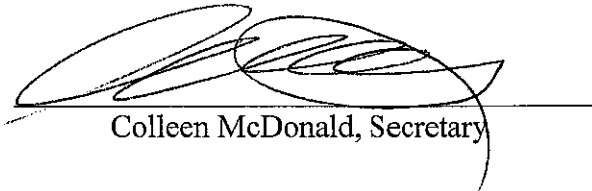
The Board adjourned at 8:58 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on June 16, 2021:


Colleen McDonald, Secretary