

AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, June 16, 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	Camille Julin, Vice President
Colleen McDonald, Secretary	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 June 16, 2021

MOTION: It was moved by Joe Barber to approve the agenda for June 16, 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 May 19, 2021.

SECONDED
APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – None

TREASURER'S REPORT – The President reported that for the month of May income was in excess of expenses and there were all “yes’s” on the financial reports.

MOTION: A motion was made by Colleen McDonald to approve the Treasurer’s report.

SECONDED
APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

COVID-19 – Discussed in unfinished business.

DNP's- Last month we did 33 disconnects and this month there were 31. We follow Title 14 of the Arizona Administrative Code regarding Disconnection for Nonpayment and always ensure we maintain compliance, however with the record high temperatures this month, we have updated our DNP procedure to include rescheduling or canceling DNPs if temperatures exceed 100 and doing Blue Tags to attempt to collect the past due accounts.

Water Quality Report – It was completed and approved by ADEQ and posted prior to the July 1st deadline. Copies are also available in the office or upon request.

Pima County Local Drought Impact Group – Discussed in new business.

Tohono O'odham 12% Gaming Distribution Grant – We submitted two grant requests for the Gaming Grant, one for a Drain Valve Assembly Replacement at \$10,862.88 and another for Road Erosion & Repair at \$10,385. We are still waiting to hear on our CDBG grant.

Hughes Federal Credit Union 12 Month CD – Our CD will mature on June 21st. We will contact Hughes and convert that CD into a Money Market account since they currently have the best interest rate.

Cyber Security – Discussed security with our IT tech and he is confident we have a safe and secure network. That being said, there is always more security that can be added. He provided a detailed report of additional security protection that he recommends we do if we would like to add even more layers of security. We will implement some this year and more next fiscal year. The ACC also requested some information from all utilities regarding protection and security in lieu of all of the cyber-attacks going on.

I/11 – Spoke with the consultant for the I11 Environmental Impact Survey that will be posted at the Fire Department's Administration office. She said it will be there for 30 days and we should receive information again.

2021-2022 FY Budget – Discussed in new business.

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

SECONDED

APPROVED

8. OPERATIONS MANAGER'S REPORT

- We had three service leaks this past month and put in one new service on Rudasill.
- Our Fire Hydrant maintenance is complete
- Completed the line looping project on Lord Lane. It was a four day project and now complete.
- Billy's review was done this month.

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

SECONDED

APPROVED

9. UNFISHED BUSINESS

9.1 COVID-19 – Our website will be updated with COVID-19 information. Office remains closed.

9.2 Customer Service Discussion – We reached out to our customer several times who had concerns about Xpress Bill Pay and to invite her to join our meeting. We have not had any response from her.

10. NEW BUSINESS

10.1 Drought Impact Discussion – Cathy will attend the scheduled meeting on September 8, 2021. The drought stages have not changed since 2008 which will be discussed at the meeting.

10.2 People Helping People – The board discussed ways to help people in the community facing hardship.

10.3 FY 2021/2022 Budget Discussion & Draft – Budget draft finished, Cathy reviewed the Capital Improvements for next fiscal year. The board will review and discuss at next month's meeting.

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

SECONDED

APPROVED

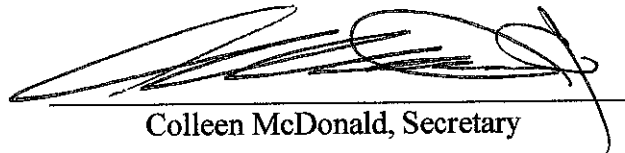
The Board adjourned at 7:55 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on July 21, 2021:



Colleen McDonald, Secretary