

**AVRA WATER CO-OP, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Wednesday, October 20, 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	Davy 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 October 20, 2021**

**MOTION:** It was moved by Colleen McDonald to approve the agenda for October 20, 2021.

**SECONDED  
APPROVED**

**5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES**

**MOTION:** It was moved by Jack Wheat to approve the minutes from the Regular Board Meeting on August 18, 2021.

**SECONDED  
APPROVED**

**6. OFFICER'S REPORT**

**PRESIDENT'S REPORT** – None

**TREASURER'S REPORT** – Treasurer reported that for the month of September 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** – OSHA updated its COVID-19 guidance to include the new recommendations for businesses regarding fully vaccinated employees. Everyone remains healthy and safe.

**DNP’s-** With the low temperature this month we decided to do DNP’s, we had 34 disconnects. Everyone on the list was contact regarding their past due balance.

**Bi-Monthly Meter Reading** – We found one dead meter and two possible leaks. This has been a great way of keeping our customers informed about their usage and conservation awareness.

**Annual Meeting-** discussed under unfinished business.

**Development Inquiries** – The RV Park is no longer happening and we have not heard back from the developer for Rancho del Rio Estates west of Sandario and north of Ina.

**FY 2020/2021 Audit** – Discussed in unfinished business

**ACC Water Preparedness of AZ Utilities** – The commissioners directed staff to hold a water preparedness workshop to discuss what is being done to ensure there is a sufficient water supply to meet current and future needs for the state.

**New Employee** – Alex Villa has returned as our new operations technician. He started on October 18<sup>th</sup>.

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

**SECONDED**

**APPROVED**

**8. OPERATIONS MANAGER’S REPORT**

- We had a new service install in Section 34
- Last Service relocation in Section 12
- Shade structure at Well 10 repaired due to high winds
- Erosion control in Section 20, 4, 34, and 3.
- Spread DG at Van Ark
- Sprayed for weeds at well sites.
- Quarterly Maintenance done
- Ina Rd 8” mainline: Contacted a contractor to discuss lowering the mainline. Board will get together for a study session to discuss this project and what is needed to get repairs made to prevent future monsoon issues.

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

**SECONDED**

**APPROVED**

**9. UNFISHED BUSINESS**

**9.1 2021 Annual Meeting** – We will have a live meeting on November 17<sup>th</sup> at Picture Rocks Intermediate School. Notices were sent with our billing invoices and put up on the website to keep membership informed.

**9.2 Drought Impact Discussion** – Pima County has a Drought Response Plan and Water Wasting Ordinance for the unincorporated areas of Pima County which we follow, as well as our 7 Best Management Practice which is required by the ACC and ADWR. Have been working on our drought plan and included other conservation information.

**10. NEW BUSINESS** – No new business.

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

**SECONDED**

**APPROVED**

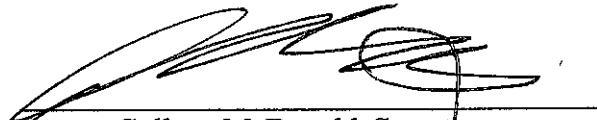
The Board adjourned at 8:13 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on December 15, 2021:



Colleen McDonald, Secretary