

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, March 16, 2022**

1. CALL TO ORDER

President Dayv Marlow called the meeting to order at 7:00 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Dayv Marlow, President Joe Barber, Vice President
Jack Wheat, Treasurer Doug Schneider, Director
Keith Winans, 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 –

Nils Julin attended the meeting as a guest.

4. REVISION AND ADOPTION OF THE AGENDA FOR February 16, 2022

MOTION: It was moved by Doug Schneider to approve the agenda as amended: add 10.2 to New Business – Introduce Potential New Board Member, Nils Julin

**SECONDED
APPROVED**

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Doug Schneider to approve the minutes from the Regular Board Meeting on February 16, 2022.

**SECONDED
APPROVED**

6. OFFICER'S REPORT

PRESIDENT'S REPORT – President discussed his concerns on inflation and will put on future agenda.

TREASURER'S REPORT – Treasurer reported expenses were in excess of income and there were all “yes’s” on the financial reports for the month of February. This is due to inflation, fuel, and services that have all increased.

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

**SECONDED
APPROVED**

7. ADMINISTRATIVE MANAGER'S REPORT

DNP's – We delayed DNP's this month by a day. All first timers were contacted and we ended up with 36 disconnections for the month.

Bi-Monthly Meter Reading – We found 5 leaks, and completed 10 service orders, and 13 check meter operations. This program that we have implemented has had really good results and helped many customers. The big hurdle now is to get customers to update contact information.

ADWR Annual Report – This has been completed along with the ADOR annual property tax report. We ended up pumping 865.86 acre feet of water (down from last year).

Account Changes – The money market savings that has been at Hughes will be moved to Bank of the West. Jack will take care of closing and opening the new account and then officers will get in to sign the signature card.

2019 Nissan – The lease is up and we will be paying off the residual of \$14,063.31. We have been looking for another truck, but it has been a challenge in this market. We really want to keep the miles and hours off of the service trucks and with gas prices soaring it makes more sense to use the runners.

CDBG – We were awarded funds for 150 meters, however we are having problems getting those from our distributor. We sent in a request to Pima County to see about getting 75 meters and 75 MXUs but they do not think that would work as the contract specifically states it is for 150 meters and AWC will find funds for the MXUs. We had dropped the capital budget back when we thought we would be putting everything into Ina Road and so now we would like to increase the budget so that we can still get those MXUs that are available as we don't know when they will be available again.

MOTION: A motion was made by Doug Schneider to move funds (\$15K) back on the capital budget for the purchase of MXUs.

SECONDED

APPROVED

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

SECONDED

APPROVED

8. OPERATIONS MANAGER'S REPORT

- New services: sections: 3 & 1
- Service leaks sections: 34, 16, & 3
- Quarterly Maintenance
- Air release valve: replaced the service line, concrete pad and raised ARV above finish grade.
- Did concrete around valves in section 34.
- Installed a box of MXUs for meter reading.
- Yearly review for Theron was completed.

MOTION: A motion was made by Keith Winans to approve the Operations Superintendent's Report.

SECONDED

APPROVED

9. UNFINISHED BUSINESS – No unfinished business

10. NEW BUSINESS –

10.1 – Resignation of Board Member – The board read Camille's resignation letter.

10.2 – Introduce Potential Board Member- The board reviewed Nils Julin's resume and Nils introduced himself and expressed his interest in joining the board.

MOTION: A motion was made by Keith Winans to graciously accept Camille Julin's resignation from the board as of March 16, 2022 and to fill Camille Julin's vacancy with Nils Julin for the remainder of her term.

SECONDED
APPROVED

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

SECONDED
APPROVED

The Board adjourned at 7:49 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on April 20, 2022:

A handwritten signature in black ink, appearing to read 'Colleen McDonald', is written over a horizontal line.

Colleen McDonald, Secretary