

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, May 18, 2022**

1. CALL TO ORDER

President Dayv Marlow called the meeting to order at 6:00 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Dayv Marlow, President Jack Wheat, Treasurer
Doug Schneider, Director Nils Julin, 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 – No guests.

4. REVISION AND ADOPTION OF THE AGENDA FOR May 18, 2022

MOTION: It was moved by Keith Winans to approve the agenda for May 18, 2022.

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Nils Julin to approve the minutes from the Regular Board Meeting on April 20, 2022.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – None

TREASURER'S REPORT – Treasurer reported that income were in excess of expenses and there were all “yes’s” on the financial report for the month of April.

MOTION: A motion was made by Nils Julin to approve the Treasurer’s report.

SECONDED

APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

DNP's – We had 55 DNP's this month. All first timers were contacted the day before DNP. We will keep an eye on the temperatures during the next few months.

2022 Annual Water Quality Report –It was completed and approved by PDEQ and posted to the website prior to July 1st. Copies will be available in the office.

Salary Survey – discussed in unfinished business.

Banking –National Bank of Arizona is still working on our banking comparison and they offer the Positive Pay. Chase still seems to be lower with the Merchant Services account, but we will get more information from XpressBillPay regarding that.

Lower Santa Cruz Basin Study – A summary of the study was sent out, we are still waiting on the final draft.

2022-2023 Budget – Started working on the budget. We will have the draft ready for review by the June board meeting.

Fleet Card for Fuel – We don't use enough fuel to get the large discounts. Speedway has a reward card and that would save us .04 cents a gallon. National Bank offers a credit card with rewards that we are also looking into.

Montanas de Sol Development – Their engineer called and they are moving forward on the development for the 48 lots on Tula. Sombra Holmes will be the builder and so we have contacted Kara to update the paperwork.

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

SECONDED

APPROVED

8. OPERATIONS MANAGER'S REPORT

- New services: section: 1
- Service leak: we had several in section 34
- Valves: Installed a new valve in section 4 and we are continuing to raise and concrete the valves through the system.
- Air Relief Valves:
- Site Cleaning: Picture Rocks, Well #4 and we fixed the irrigation.

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

SECONDED

APPROVED

9. UNFISHED BUSINESS –

9.1 – Inflation Discussion – We are working on the budget which will reflect the inflation increase. We have had a lot of annual fees that have increased this year as well as fuel and services. A Salary Survey with pay recommendations was distributed to the board for discussion.

9.2 – Water Harvesting/Toilet Rebates – Staff recommended a Toilet Exchange Program which would offer two customers a \$100 toilet every month. It would be a pilot program the first year to see how it works and make changes based on the response. Nils will work with Cathy on final requirements and adjustments to the program.

MOTION: A motion was made by Doug Schneider to adopt the salary increase recommendation that the Administrative Manager has made effective June 1, 2022.

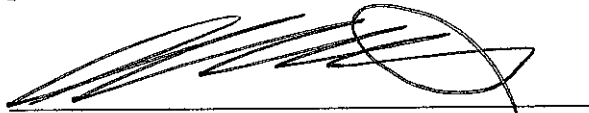
SECONDED

APPROVED

10. NEW BUSINESS – No new business.

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

The Board adjourned at 6:41 p.m.
Respectfully submitted by,
Linda Coronado
Administrative Assistant
Approved by the Co-op Board on June 15, 2022:

A handwritten signature in black ink, consisting of several overlapping loops and lines, positioned above a horizontal line.

Colleen McDonald, Secretary