

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, April 19, 2023**

1. CALL TO ORDER

Vice-President Nils Julin called the meeting to order at 6.04 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Nils Julin, Vice President	Doug Schneider, Director
Jack Wheat, Treasurer	Keith Winans - Director
Colleen McDonald, Secretary	Geoff Caron – 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 were in attendance.

4. REVISION AND ADOPTION OF THE AGENDA FOR April 19, 2023

MOTION: It was moved by Jack Wheat to approve the agenda for April 19th, 2023.

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF PREVIOUS BOARD MINUTES

MOTION: It was moved by Keith Winans to approve the minutes from the Regular Board Meeting on March 15th, 2023.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – There was no report from the president.

TREASURER'S REPORT – Jack reported that for the month of March expenses were in excess of income and there were three “no’s” on the report. Water sales were under budget by \$6,400, there was a \$12,000 expense for road repair that was unforeseen due to two leaks, and power costs increase as Trico is paying more for wheeling power which is then charged to us. Overall, the co-op is in a good position even with decrease in revenues and cost increases. We should see that improve as we enter the warmest months of the year.

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

SECONDED

APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT

DNP's – We had 36 DNPs this month.

Ina Road Mainline Replacement Design Proposal – discussed in unfinished business

Source Water Protection Assessment– We had Deia Smith from RWAA come out for a sight tour to complete a Source Water Protection Assessment for the co-op. We had one done years ago and now is a good time to get a new one done and updated.

Front Facelift/Landscape – The guys have been out chasing leaks so we haven't yet begun much work on the front office landscaping/facelift. We have tagged some cactus/plants that Nils is removing from his property. The MHS welding department is still working on our new Avra Water signs for the front office; they hope to have it complete by early May.

Customer Refund – We had another programming issue with one of the meters our tech caught when he was out doing a “check for leaks”. We reprogrammed the meter and it is now working correctly. A refund will be issued to the customer.

Drinking Water Week – We have not had any responses to our kid's coloring event that was advertised in our newsletter, so we added it to the PR Digest ad in hopes that customers will read it and bring their kids in to participate in the coloring event during Drinking Water Week May 7-13.

We will also explore newsletter options that will hopefully encourage our customers to read our newsletters. Keith suggested something like Trico where you look for your account number.

Annual Reviews – Linda and Billy both had their reviews done this month.

ACC, ADWR, & ADOR – All three annual reports have been completed and sent off. Our production was down a bit from 2021, we pumped 826 acre feet this year and 865 acre feet in 2021. Our loss remained the same at 5% which is good.

Rural Water Conference – The conference will be held on May 23th – 25th. They will be having management classes that include: Board Training, Asset Management, and ACC's Rate Case Process. Cathy will email the board the conference agenda and register any board members interested in attending. They should have a lot of good information.

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

SECONDED

APPROVED

8. OPERATIONS MANAGER'S REPORT

- Service relocation in Section 34. Lowered 4ft below the service line on Ina.
- Leaks: Section 34 & 4 we had a service leak and mainline leak, we also replaced a valve that broke during the mainline repair.
- Valve: Added a 6" tee valve
- Valve collars: We are pouring concrete valve collars around the system.
- Easements: cleaned an easement in section 4
- Well #4: We are moving forward on the install of pipes and motor on well #4. After they brushed and bailed that portion we found it should be good for another 20 years.
- Solar: Sal, Nils and Dayv met with the Solar Rep Ray. They took him to see Lak-A-Yucca and Booster #7. He is now working on getting information and cost for installing solar for these sites.

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

SECONDED

APPROVED

9. UNFISHED BUSINESS

9.1 Ina Road Improvements – Sal reached out to Bowman to review the proposal we received from them and to discuss why it was so much lower than Westland. They did another proposal that compared to items on Westland’s proposal, and Bowman still came in lower. Cathy contacted RD to follow up on the grant for the design and possibly the construction portion of the Ina Rd Improvements. She will also see RD at the RWAAZ conference, has a webinar on WIFA funding, and hopes to get more information.

9.2 Solar for Sites –discussed in Operations Superintendent’s Report. Will update at next month’s meeting

9.3 Rate Case Discussion – Cathy recommended speaking with our Rate Case Accountant, Tom Bourassa, when we are ready to move in that direction and in the meantime attending the RWAAZ Conference where they will have an ACC representative talke about the rate case process. Geoff agreed that would be a good idea.

10. NEW BUSINESS – No new business to report.

11. EXECUTIVE SESSION – Will defer this to next month’s meeting.

MOTION: A motion was made by Geoff Caron to adjourn.

SECONDED

APPROVED

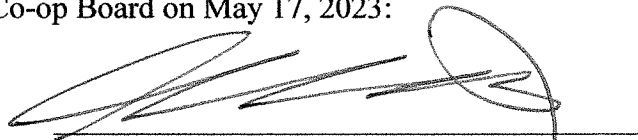
The Board adjourned at 6:40 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on May 17, 2023:



Colleen McDonald, Secretary