

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday October 16, 2024**

1. CALL TO ORDER

President Dayv Marlow called the meeting to order at 6:04 p.m.

2. ROLL CALL

Board Members present at the meeting included:

Dayv Marlow, President Geoff Caron, Director

Nils Julin, Vice President

Colleen McDonald, Secretary

Staff Members present at the meeting included:

Cathy Kuefler, Admin. Mgr. Sal Madrid, Operations Superintendent

3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS – Camille Julin

4. REVISION AND ADOPTION OF THE AGENDA FOR AUGUST 21, 2024

MOTION: It was moved by Nils Julin to approve the agenda for October 16, 2024

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF BOARD MINUTES FROM JULY 17, 2024

MOTION: It was moved by Colleen McDonald to approve the minutes from the Regular Board Meeting on September 18, 2024.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – No report other than to mention he will be attending the Rural Water of AZ Conference in Prescott on October 21 & 22.

TREASURER'S REPORT – Dayv reported that income for the month of September was in excess of expenses. We were over budget on water sales by \$5,000 and all yes's on the board financials.

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 51 disconnects this month.

Office Building – The office has been demo'd and framed. There is a question about asbestos in the attic and ceiling. Tests were done and we are waiting for the results to continue. Should be able to keep our schedule of completion for the first week of January.

WIFA Grants – We received our second reimbursement payment for our AMI program. The conservation grant is pending a reimbursement. We will be doing Conservation Trick or Treats at the Trunk or Treat event at the community center on October 26th. Several employees have volunteered.

2023/2024 Audit –Heather was here on Sept 24th & 25th for the audit fieldwork. Things are going well and she will be ready to present at the annual meeting.

Annual Meeting – The school is booked and the meeting is Wednesday, November 20th. Cathy will get the script out and we can make edits as needed. Cathy clarified that board members and employees are not eligible for raffles.

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

SECONDED

APPROVED

8. OPERATIONS MANAGER’S REPORT

- Chlorine analyzer had a new pump installed. New tubing to reservoir, new j-box installed, and repaired the damaged conduit into the reservoir.
- There was a service line leak in section 35.
- Finished wiring up pump #2 and started fabricating new stand for booster #1 at Van Ark.
- Moved everything out of the front office and helped set up office staff in trailer.
- All generators were filled with fuel.
- Easements trimmed up in section 34.
- Continued drilling holes in meter box lids for cellular meters.

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

SECONDED

APPROVED

9. UNFISHED BUSINESS

10.1 New Building Design & Construction – discussed in Admin Manager’s report.

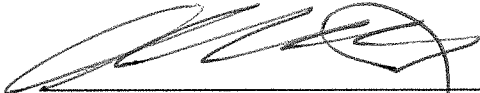
10.2 Ina Road Improvements –Sal received an updated proposal from Smyth and will take a week or two to review and approve. That project should take approximately six months.

10. NEW BUSINESS

10.1 Discussion Regarding Board Vacancy, Potential Director – There is one vacancy remaining for a director and there was someone who showed interest in that. After discussion, the board agreed that the decision would be made with the membership at the annual meeting next month. There will be two incumbents on the ballot (Dayv Marlow and Jack Wheat) and an opportunity for anyone to add themselves to the ballot as well.

MOTION: A motion was made by Nils Julin to adjourn.
SECONDED
APPROVED

The Board adjourned at 6:28 p.m.
Respectfully submitted by,
Cathy Kuefler
Administrative Manager
Approved by the Co-op Board on December 18, 2024:



Colleen McDonald, Secretary