

**AVRA WATER CO-OP, INC.  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
Wednesday, August 20, 2025**

**1. CALL TO ORDER**

President Dayv Marlow called the meeting to order at 6:02 p.m.

**2. ROLL CALL**

**Board Members present at the meeting included:**

Dayv Marlow, President	Jack Wheat, Treasurer
Nils Julin, Vice President	Colleen McDonald, Secretary
Doug Schneider, Director	Steve Wilcox, Director

**Staff Members present at the meeting included:**

Cathy Kuefler, Admin. Mgr.	Sal Madrid, Op's Superintendent.
Linda Coronado, Admin Asst.	

**3. CALL TO MEMBERSHIP AND WELCOME TO GUESTS – No guests.**

**4. REVISION AND ADOPTION OF THE AGENDA FOR AUGUST 20, 2025**

**MOTION:** It was moved by Nils Julin to approve the agenda for August 20, 2025

**SECONDED**

**APPROVED**

**5. READING, CORRECTION AND APPROVAL OF BOARD MINUTES FROM JUNE 18, 2025.**

**MOTION:** It was moved by Colleen McDonald to approve the minutes from the Regular Board Meeting on June 18, 2025.

**SECONDED**

**APPROVED**

**6. OFFICER'S REPORT**

**PRESIDENT'S REPORT** – President reported that the Tri-State Annual Conference had a great turn out and the Rural Water Conference was good, both had lots of operations training.

**TREASURER'S REPORT** – Jack reported that income was in excess of expenses for the month of July, We had one “no” on the board financials, overall for the FY we are still looking good.

**MOTION:** A motion was made by Steve Wilcox to approve the Treasurer's report.

**SECONDED**

**APPROVED**

## **7. ADMINSTRATIVE MANAGER'S REPORT –**

**Operations Remodel** – The remodel is close to being complete, we are waiting on two more things some scribe and touch-up kit. We are right on budget for both remodels.

**WIFA Conservation Grant and Meter Grants**– We received the second WIFA grant for meters and we will put in our first order of 100 meters. We have finally started to receive some of our reimbursement hopefully they continue with this second meter grant. We will start to offer our water harvesting rebate and that will be put in our Fall newsletter.

**2025/2026 Budget** –Discussed in unfinished business.

**Salary Survey** –Discussed in unfinished business.

**New Employees** – We hired two new operators, Martin is full time and TJ is part time until September when he will then become full time. We are losing two of our operators, Austin's last day is on August 22<sup>nd</sup> and Steven's last day will be on September 19<sup>th</sup>. Sal is thinking a hiring another operator, he will decide by the end of next week.

**DNP** – We didn't have any dnp's this month instead we had 42 blue tags for August.

**MOTION:** A motion was made by Nils Julin to approve the Administrative Manager's report.

**SECONDED**

**APPROVED**

## **8. OPERATIONS MANAGER'S REPORT –**

- Meter change outs in section 1
- Hauled material to washout areas.
- New service in section 35
- Well #11 we installed a new starter, Meg the motor and conductors and tested the winding on the motor. Sabino Electric also installed data loggers from the starter to the motor. We should have a report by next week.
- Leak in section 16 & 34
- Operations office – We are having trouble with Javelina's getting into our trash so we built a storage area for the trash cans.
- Ina design – We are doing preliminaries plans and field verification to make everything that is out there is on the maps.
- Austin and Steven will be moving on this month to further their careers.

**MOTION:** A motion was made by Nils Julin to approve the Operation Superintendents report.

**SECONDED**

**APPROVED**

**9. UNFISHED BUSINESS –**

- **9.1 Ina Road Improvements** – Sal reached out to a two contractor for prices on installing the 300-500 foot section of eight inch pipe that was never installed on the original design. Our attorney will send out a letter to the developer letting them know we will install the line but they are responsible for the engineering portion, he will do that next week and we will wait to hear back from them.

**9.2 2025/2026 Fiscal Year Budget Summary** – The draft was posted to the website for final review. The only increase was to employee salary,

**MOTION:** A motion was made by Nils Julin to approve the 2025-2026 FY Budget.

**SECONDED**  
**APPROVED**

**10. NEW BUSINESS – None**

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

**SECONDED**  
**APPROVED**


The Board adjourned at 6:35 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on September 17, 2025:

  
Colleen McDonald, Secretary