

**AVRA WATER CO-OP, INC.
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
Wednesday, September 17, 2025**

1. CALL TO ORDER

President Dayv Marlow called the meeting to order at 6:01 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 – Gary Konrad, AWC member.

4. REVISION AND ADOPTION OF THE AGENDA FOR SEPTEMBER 17, 2025

MOTION: It was moved by Colleen McDonald to approve the agenda for September 17, 2025

SECONDED

APPROVED

5. READING, CORRECTION AND APPROVAL OF BOARD MINUTES FROM AUGUST 20, 2025.

MOTION: It was moved by Colleen McDonald to approve the minutes from the Regular Board Meeting on August 20, 2025.

SECONDED

APPROVED

6. OFFICER'S REPORT

PRESIDENT'S REPORT – The president had nothing to report.

TREASURER'S REPORT – Jack reported that income was in excess of expenses for the month of August, and we had all 'yes's on the board financials. Overall for the FY we are looking good.

MOTION: A motion was made by Colleen McDonald to approve the Treasurer's report.

SECONDED

APPROVED

7. ADMINISTRATIVE MANAGER'S REPORT –

WIFA Conservation Grant and Meter Grants–WIFA AMI I grant for meters is complete and we have received 300 meters for WIFA AMI II. We have received some of our reimbursements. The Water Harvesting Rebate Program will start soon. We will introduce it at the annual meeting and have about 10 people who have shown interest. Details will be in the Winter Newsletter as well December 1st.

2024/2025 Audit – Heather and Amy will be coming down from Phoenix on Thursday and Friday (9/18 & 9/19) to start the fieldwork for the audit. Nils will come in to verify banking. Officers should have received questionnaires to fill out.

DNP's – The weather is finally cooling down so we were able to do dnp's this month, we had 42 for the month of August.

SAWUA Water Forum – 2025 Water Forum- They will be discussing the future of water from a Southern Arizona lens. Sal and Cathy will be attending, Cathy will also make reservation for any board member interested in attending.

New Hires – We have two new employees, Martin is full time and TJ is part time. We will have TJ focusing on meters and meter reading to start while Martin will focus on the on-call duties.

Annual Meeting – We have started preparing for the annual meeting in November. Doug, Colleen, and Steve are all up re-election this year. Cathy confirmed she can put them all on the ballot this year.

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

SECONDED

APPROVED

8. OPERATIONS MANAGER'S REPORT –

- We are changing out meters in section 1 between Ina and Picture Rocks Roads. Having a little issue with cell service along the mountain there on the south side but trying to work it out.
- Hauled material to washout valves on Taylor and easements in section 20.
- Put in a new service in section 33
- Meter relocation in section 12
- Well #11 data loggers recorded a drop of amps from the utility side. Sal is working with Sabino Electric to get the motor running and they want to do a thermal imaging of the whole area to see if it will pick up any hot spots. Sal will also look into changing the motor from 250hp to a 200hp which is what is at Well 10 and keeping all the sites universal as far as motor sizes.
- Service line leaks in section 4 and 34 and a mainline leak in section 4
- Noel – The bus bar in the main breaker blew and we had to call Trico to come out and repair it.
- Ina design – Still moving forward with the project. We did a walk through field verification to make sure everything that is out there is what is on the maps. Smyth sent Sal another set of preliminarie plans which he and Theron have reviewed.
- Inventory completed for fiscal year end.

- New Staff – Have been training the new guys and today was Steven's last day.

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

SECONDED
APPROVED

9. UNFISHED BUSINESS –

- **9.1 Ina Mainline Extension** – Work started on Monday and it's taking a little longer due to a blue stake issue. Once those are figured out Bob's Backhoe should finish up by the end of next week.
- **9.2 Ina Road Improvements** – discussed in Operations Manager's report.

10. NEW BUSINESS – None

Jack Wheat suggested we add Recommendations and Potential Solutions to how we comply with Separation of Duties in Internal Controls to New Business at the next meeting.

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

SECONDED
APPROVED

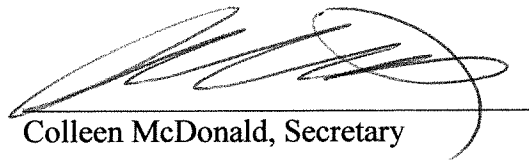
The Board adjourned at 6:34 p.m.

Respectfully submitted by,

Linda Coronado

Administrative Assistant

Approved by the Co-op Board on October 15, 2025:



Colleen McDonald, Secretary