

**MARANA DOMESTIC WATER IMPROVEMENT DISTRICT**  
Official Board of Directors Meeting Minutes  
**January 10, 2011**

The Board of Directors of the Marana Domestic Water Improvement District met in session at the Marana Domestic Water Improvement District Office 16560 West El Tiro Road Marana, Arizona at 7:00 p.m. on **Monday, January 10, 2011**

**1. Call to Order and Pledge of Allegiance**

Chairperson Ms. Ball-Cummings called the meeting to order at 7:10 p.m.

Ms. Ball-Cummings asked Mr. Peetoom to lead the Pledge of Allegiance.

**2. Roll Call**

Upon roll call, those present were as follows:

Board Members Present were:

Teresa Ball-Cummings, Chairperson  
Anthony Sostarich, Vice Chairman  
Donald Peetoom  
Michael Young  
Gary Kendrick

Staff Members present were:

System Manager, Sig Danielson  
Clerk, Katy Walker

**3. Consent Items:**

**A.** Approval of December 13, 2010 meeting minutes

Ms. Ball-Cummings: is there any additions or corrections?

Mr. Young: yes, page 23, when the valve is shut off, you should NOT have a looped system.

Ms. Ball-Cummings: yeah, I didn't notice that, should have been not, have not. All right, next, any other additions or corrections?

Mr. Kendrick: made the motion to approve the December 13, 2010 meeting minutes.

Ms. Ball-Cummings: seconded.

It was moved by Mr. Kendrick, seconded by Ms. Ball-Cummings, and carried unanimously that: **The minutes of December 13, 2010 meeting of the Marana Domestic Water Improvement District shall be approved as written.**

**5 ayes**

**0 opposed**

**0 abstentions**

#### **4. System Manager's Report.**

Mr. Danielson reported:

1. We have not had any problems with the system since the last BOD meeting. We have had some service riser leaks.
2. The valve replacement at Culver is scheduled for January 19, 2011.
3. December billing included 190 late notices, which is higher than average.
4. We did 0 shutoffs in December for nonpayment.

Accounts Payable	\$ 39,952.48
Accounts Receivable	\$ 36,099.60
Difference	-\$ 3,852.88
MDWID Balances Brought Forward:	
County Balance	\$ 69,962.60
WIFA Reserve	\$ 39,972.01
RD General Account	\$ 17,516.80
RD Reserve Account	\$ 14,650.99
RD O&M Account	\$ 9,251.85
RD Replacement Account	\$ 7,805.13
RD Bond Account	\$ 10,243.06
Carry over	\$ 1,492.04

This concludes the managers report.

Ms. Ball-Cummings: does anybody have any questions for Mr. Danielson for the systems managers report?

Mr. Sostarich: yes.

Ms. Ball-Cummings: all right, go ahead Mr. Sostarich.

Mr. Sostarich: on the money issue, what caused it to.

Mr. Danielson: lower water sales, we're always negative December, January, February, March.

Mr. Sostarich: ok.

Mr. Danielson: sometimes April, sometimes November.

Mr. Sostarich: ok.

Mr. Danielson: since day one, we basically make money six months out of the year and lost money six months out of the year.

Ms. Ball-Cummings: that's correct, any other questions?

Mr. Kendrick: no.

Mr. Sostarich: yes, I've got one.

Ms. Ball-Cummings: ok.

Mr. Sostarich: is this part of the system managers report, or what?

Mr. Danielson: no, that agenda item number 10.

Ms. Ball-Cummings: yeah

Ms. Ball-Cummings: yeah, that's comin up. All right, no more questions? Okay, we'll move on, the next agenda item is number 5.

## **5. Call for Public Comment**

Ms. Ball-Cummings: and there's no public comment, public here, so there's nothing.

Mr. Kendrick: Madame Chair.

Ms. Ball-Cummings: go ahead.

Mr. Kendrick: I think, I don't know what the rest of the board thinks, but item 6 and 7, maybe 8, being tabled until next meeting.

Ms. Ball-Cummings: for any particular reason?

Mr. Kendrick: unless Mr. Danielson has something, major announcement that he needs to make.

Ms. Ball-Cummings: what do you think? Mr. Danielson, what do you think?

Mr. Danielson: it's up to you.

Ms. Ball-Cummings: well, I mean, is this.

Mr. Danielson: I did want to make a comment under personnel matters.

Ms. Ball-Cummings: ok, want to let him go ahead and make the comment under personnel matters?

Mr. Young: that's number 9.

Ms. Ball-Cummings: yeah, that's number 9. So did you want to go ahead? I'll make the motion that we table it.

Mr. Danielson: well, unless you want to discuss it in Executive Session.

Ms. Ball-Cummings: well I do, we do want to go into Executive Session, under personal matters for the board members, so, it's up to you, do you want to follow through with Mr. Danielson's, I think it's best.

Mr. Danielson: ok.

Ms. Ball-Cummings: real quick, go ahead, Mr. Danielson.

Mr. Danielson: well you have to call for that.

Ms. Ball-Cummings: number 6 agenda item. Ok, that's number 6.

Mr. Peetoom: I'll second it.

Ms. Ball-Cummings: I'm sorry.

Mr. Danielson: He seconds the motion to go into Executive Session.

Ms. Ball-Cummings: oh.

Mr. Danielson: no one has made the motion yet.

Ms. Ball-Cummings: no, no one made the motion yet.

Mr. Peetoom: I thought they did.

Ms. Ball-Cummings: no, no I make the motion that we go into Executive Session.

It was moved that Ms. Ball-Cummings, seconded by Mr. Peetoom, and carried unanimously that:

**6. Possible Board action to hold Executive Session pursuant to A.R.S. § 38-431.03 (A)(2) and A.R.S. § 38-431.03 (A)(1) to discuss emergency operations/response plan per 42 U.S.C. 300i-2 and personal matters**

5 ayes

0 opposed

0 abstentions

**7. Executive Session pursuant to A.R.S. § 38-431.03 (A)(2) and A.R.S. § 38-431.03 (A)(1) to discuss emergency operations/response plan per 42 U.S.C. 300i-2 and personnel matters**

Ms. Ball-Cummings: time is 7:19. We are out of regular meeting. We are back in regular meeting at 7:36.

**8. Discussion and possible action concerning emergency operations/response plan per 42 U.S.C. 300i-2**

Ms. Ball-Cummings: go ahead, Mr. Danielson.

Mr. Danielson: as I told the board, the emergency response plan templates is put out by the Environmental Protection Agency and there's the Department of Environmental Quality has been updated and the certification is going to USDA-RD tomorrow. I got some mail for Mr. Peetoom to mail tomorrow.

Ms. Ball-Cummings: ok.

Mr. Peetoom: do you have it ready?

Mr. Danielson: not all of it.

Mr. Peetoom: ok, I didn't bring my bag.

Mr. Sostarich: may I say something on that, Madame Chair.

Ms. Ball-Cummings: yes, you may.

Mr. Sostarich: if the board is still interested in the idea of converting our emergency generators to propane, I'm going to need the engine model numbers that

Ms. Ball-Cummings: great.

Mr. Sostarich: and that manual that you gave me is about as useless as a modern automotive owners manual. I think it tells you how to check the oil, and how to start and run it and that's it, no maintenance, but I began an online search for what we had in mind, and I think that would be the best place to start is with the exact model number. The manual that you gave me covers, I think four different models, at least, of engines.

Mr. Danielson: ok, I've got the exact model number and all the engine information in the office.

Mr. Kendrick: thank you, Mr. Sostarich.

Ms. Ball-Cummings: yes thank you, Mr. Sostarich. All right, is that it on number 8?

Mr. Kendrick: yes.

Ms. Ball-Cummings: ok, we'll move on to item number 9.

## **9. Discussion and possible action concerning personnel matters**

Mr. Kendrick: Madame Chair?

Ms. Ball-Cummings: yes.

Mr. Kendrick: I think we should just go ahead and let Mr. Danielson know what we plan on doing for next month.

Ms. Ball-Cummings: yeah that sounds fine.

Mr. Kendrick: concerning number 9.

Ms. Ball-Cummings: Mr. Danielson, what we decided on what you had about the disgruntled employee. I like the way you put that, ok. The

financial committee is going to get together and they are going to go over the paperwork.

Mr. Danielson: ok.

Ms. Ball-Cummings: ok, and then they'll get back to us for the next meeting.

Mr. Sostarich: to see what they can pay, what we can afford to give you a raise. Then come back the next meeting, then we'll discuss it further at that point.

Ms. Ball-Cummings: yeah, so we at least have that going.

Mr. Sostarich: so the ball is rolling.

Ms. Ball-Cummings: yes.

Mr. Danielson: all right, thank you.

Ms. Ball-Cummings: you're welcome, so that takes care of number 9.

Mr. Sostarich: your request has been made known.

Ms. Ball-Cummings: ok, and number 11.

Mr. Sostarich: number 10.

Ms. Ball-Cummings: number 10, excuse me, I had it checked off.

## **10. Discussion and possible action concerning WIFA TA grant program**

Ms. Ball-Cummings: I guess that would be you, Mr. Danielson, WIFA grant program?

Mr. Danielson: ok, all of you have the letter from Sandra Sutton, dated December 16<sup>th</sup>. The leak detection study has been approved for the cycle 2 funding and it's given us a project number and the grant award is a total of \$6987, which is what we applied for. We are waiting for the package from WIFA that will give us a notice to proceed. It will give us wording of the resolution that the BOD has to adopt, ect., ect., ect. I have not seen that paperwork yet. I have attempted to call WIFA and have been unsuccessful to find out if they need the resolution before they give us the notice to proceed or if the package is coming which includes a sample resolution. They've done it both ways over the years, so I don't

know which way they are going to do this funding cycle, so that's on hold, hopefully we will have the resolution so we can get this squared away next month. WIFA would be funding, approximately 70 to 75% of the \$6900.

Ms. Ball- Cummings: 70 to 75%?

Mr. Danielson: yeah.

Ms. Ball-Cummings: ok.

Mr. Danielson: that would take care of the majority of the outside contractor cost and the district would just internally fund the amount of time it's gonna take Mr. Griggers and or me out in the field doing all the prep work for these guys before they get here.

Ms. Ball-Cummings: ok, all right, I just wanted to, any questions for Mr. Danielson on that matter?

Board members stated no.

Ms. Ball-Cummings: all right, then we move on. Agenda item 11.

**11. Discussion and possible action concerning USDA-RD grant and loan program/application**

Ms. Ball-Cummings: Mr. Danielson.

Mr. Danielson: ok, we're waiting for the new Congress to do something as far as funding, as far as Colonia money and everything else. At their first session last week, they spent part of the week reading the Constitution, and then with the unfortunate and very tragic events that occurred Saturday morning in Tucson, Congress will be doing absolutely nothing this week, so I don't think anyone's got any kind of timetable when we're gonna have some Colonia funding and even funding for the Grant Program available. It is sitting there waiting and the only thing that is missing is Cultural Resource Survey and that is one of the big pieces of mail that Mr. Peetoom is going to mail out tomorrow morning.

Ms. Ball-Cummings: all right, excellent. Any questions for Mr. Danielson on that agenda item?

Board members stated no.

Ms. Ball-Cummings: ok, number 12, agenda item is.

## **12. Discussion and possible action concerning elections for Chair and Vice-Chair**

Ms. Ball-Cummings: excuse me.

Mr. Kendrick: Madame Chair.

Ms. Ball-Cummings: go ahead.

Mr. Kendrick: I don't know how we're supposed to do this, but I would like to throw my hat in for the Chair position, and how we proceed.

Ms. Ball-Cummings: ok, we all make a motion, supposed to vote tonight.

Mr. Danielson: what I would say is, that anyone else is interested in, take a show of hands, get it so that one person gets three votes, minimum of three votes, cause it's,

Ms. Ball-Cummings: ok.

Mr. Danielson: you know, if there's two candidates, three candidates running or whatever.

Ms. Ball-Cummings: ok.

Mr. Danielson: if there's three candidates, then it's two, two, and one. If the third candidate drops out, then it will be whatever.

Ms. Ball-Cummings: ok, so is there any other one?

Mr. Sostarich: I nominate you for the Chair position.

Ms. Ball-Cummings: all right, thank you. Anyone else?

Mr. Peetoom: I decline.

Ms. Ball-Cummings: ok, I'm asking anyone else want Chair or Vice Chair?  
Mr. Kendrick does, anyone else?

Mr. Kendrick: if I don't get.

Mr. Young: I decline.

Ms. Ball-Cummings: ok, so we'll take a vote. Mr. Kendrick, which did you want Chair or Vice?

Mr. Kendrick: either, I would rather have Chair.

Ms. Ball-Cummings: ok.

Mr. Kendrick: I think we need some new blood in the seat.

Ms. Ball-Cummings: ok, so let's take a vote, on, vote for Chairman, for Mr. Kendrick for Chairman, everybody say I.

Mr. Young: Aye.

Ms. Ball-Cummings: everybody for Ms. Ball-Cummings for Chairman, say I.

Mr. Sostarich: Aye.

Mr. Peetoom: Aye.

Ms. Ball-Cummings: Aye, so that's three to two, one. Ok, now what about Vice-Chairman?

Mr. Sostarich: I have no problem with staying in this position myself, so I guess I nominate myself for the position.

Ms. Ball-Cummings: I will vote for you myself, cause I'm very happy with you as Vice Chairman, so.

Mr. Peetoom: I vote for him.

Ms. Ball-Cummings: ok, so.

Mr. Young: I vote for him.

Ms. Ball-Cummings: Mr. Young vote for him.

Ms. Ball-Cummings: ok, Mr. Kendrick?

Mr. Kendrick: I vote for Mr. Sostarich.

Ms. Ball-Cummings: so maybe next year, you'll be able to be a little more greener, less green, I should say, little more.

Mr. Kendrick: continue with the meeting.

Ms. Ball-Cummings: little more experience, so that's four to.

Mr. Peetoom: so I get my old job back then, mailman.

Ms. Ball-Cummings: yeah, so we're gonna go ahead and have Ms. Ball-Cummings as Chairman and Mr. Sostarich as Vice-Chairman. And when will be the next time up, Mr. Danielson for?

Mr. Danielson: once a year.

Ms. Ball-Cummings: another year, ok, once a year that's what I thought, so I just wanted to verify that with everybody, it's once a year, so that's taken care of. Number 14.

### **13. Discussion and possible action concerning administrative details**

Mr. Peetoom: Madame Chair, I think we should talk it over and move next months meeting to 4:00 or 5:00P.M.

Ms. Ball-Cummings: ok, is any board members have any qualms?

Mr. Kendrick: 4:00 would be perfect.

Mr. Sostarich: 4:00 will work for me.

Ms. Ball-Cummings: all right, 4:00.

Mr. Young: doesn't make any difference to me.

Ms. Ball-Cummings: ok, 4:00 will be fine. All in favor?

Board members: aye.

Ms. Ball-Cummings: ok, Mr. Danielson, Ms. Walker?

Mr. Danielson: yes.

Ms. Walker: yes.

Mr. Peetoom: what's the date?

### **14. Announcement of the next scheduled meeting**

Mr. Kendrick: the next board meeting would be.

Ms. Ball-Cummings: February 14<sup>th</sup>. At 4:00 P.M.

The next scheduled meeting of Marana Domestic Water Improvement District Board of Directors shall be on Monday, February 14, 2011 at 4:00 PM, at the District Offices.

**15. Adjournment**

Ms. Ball-Cummings: ok, meeting is adjourned at 7:46.

Mr. Kendrick: are we adjourned?

Ms. Ball-Cummings: yes, we are adjourned.

It was unanimously carried that; **This meeting of the Board of Directors of Marana Domestic Water Improvement District shall be adjourned.**

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Minutes prepared by  
Loretta Walker  
Clerk of the Board