

MARANA DOMESTIC WATER IMPROVEMENT DISTRICT

Board of Directors Meeting Minutes

February 8, 2016

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 4:00 P.M. on Monday, February 8, 2016**

1. Call to order and Pledge of Allegiance

Chairman Mr. Sniffen called the meeting to order at 4:00 P.M.

Mr. Sniffen asked Ms. Cassidy to lead the Pledge of Allegiance.

2. Roll Call

Upon roll call, those present were as follows:

Board Members Present were;

Michael Sniffen, Chairman
Gordon Emholtz, Vice-Chairman
Alecia Geist
Candy Cassidy

Staff Members present were;

Clerk, L. Katy Walker

7 members of Public present

3. Call for Public Comment

Ken Kea said I would like to say I am interested in being a member of your board.

Kathy McDaid said possible board member.

Robert Orr said I'm just here to support Tony.

Lisa Sieglaff said I'm just here to support Tony and I would like to be considered for the board.

Mr. Sniffen said we are going to jump down to number 6. We need to discuss Candy's resigning off the board here. I hate to see you get off the board, but I understand.

4. Consent items

Mr. Sniffen said the only thing I have is on the last page on number 7 for the adjourned at 4:48, we adjourned a lot later than that after we came back from Executive Session. I think it was closer to 6:30.

A. Approval of meeting minutes from the January 11, 2016 meeting.

It was moved by Mr. Emholtz, seconded by Ms. Guise, and carried that; **the minutes of the January 11, 2016 meetings of the Marana Domestic Water Improvement District shall be approved as presented/amended.**

3 Ayes

0 Opposed

0 Abstain

0 Absent

5. Discussion and possible action regarding District Manager, Becky Thren letter of resignation.

Mr. Sniffen said we read her letter of resignation in an Executive Session and we did accept her letter but not as stated. She is going to be with us until the 17th. At this time Candy has been filling in as an Interim System Manager.

6. Discussion and possible action regarding appointing Candy Cassidy as interim district manager.

Mr. Sniffen said I hate to see you get off the board, but I understand.

Mr. Sniffen read Candy's letter of resignation from the board.

Dear Board Members, It is with regret that I tender my resignation to you today February 5th 2016. I have enjoyed my time on the board. I have learned a great deal from all of you and appreciate your time. I believe my time with you on the board would be a huge benefit to me in the office.

I have accepted the offer of stepping as the interim manager of the water company due to the resignation of Ms. Thren. And to avoid conflict of interest, I am submitting this letter immediately.

I would also at this time like to acknowledge that I have a great interest in the permanent position as the System Manager, and am submitting my resume for your review.

It was moved by Mr. Emholtz; seconded by Ms. Guise, and carried that; **Candy's resignation as board member be accepted.**

3 Ayes 0 Opposed 0 Abstain 0 Absent

Mr. Sniffen said we took care of that when we accepted her resignation. I hate to see you get off the board, but I understand.

It was moved by Ms. Guise; seconded by Mr. Emholtz, and carried that; **Candy Cassidy be appointed as Interim System Manager**

3 Ayes 0 Opposed 0 Abstain 0 Absent

7. Discussion and possible action regarding Santino Villella issues.

Mr. Sniffen said he is not present.

8. Discussion and possible action regarding Tony Griggers issues.

Tony said I'm going to let it go, the problem was with the person that is gone.

9. Discussion and possible action regarding appointing board members.

Mr. Sniffen said Kathy McDaid would you come forward and tell us why you would like to be on the board?

Ms. McDaid said bottom line is, I've lived in this community for 8 years. I like living here. I have been on both sides of the management table, I have been both an employee and an employer. I have absolutely no background in water board at all. I realize my learning curve would be huge. I think the time that I spent as a manager would be to my benefit. I am now retired so I have time. Prior to my retirement I was the clinical nutrition manager/director at The Heart Hospital before it closed, so I think those would definitely be to my advantage.

10. System Manager's Report

1. We repaired ten (10) additional service line leaks in January.
2. We had 20 services shutoff.

Accounts Payable		\$ 38,954.19
Capital Expenditures	\$	0.00
Accounts Receivable	\$	41,718.35
Balance	\$	2,764.16
Property Tax Revenue	\$	716.64

MDWID Balances Brought Forward:

MDWID Balance at Pima County	\$	153,015.80
N B of AZ Checking	\$	10,000.00
WIFA Reserve Account	\$	99,440.30
RD General Account	\$	119.70
RD Reserve Account	\$	14,824.01
RD O&M Account	\$	9,556.79
RD Replacement Account	\$	8,062.44
RD Bond Account	\$	13,194.04
Bills Pending Balance	\$	1.55

11. Discussion and Possible Action Concerning Administrative Details

Mr. Sniffen said no administrative details.

12. Possible Executive Session regarding personnel issue per A.R.S. § 38-431.03 (A) (1).

13. Executive Session per A.R.S. § 38-431.03 (A) (1).

14. Discussion and possible action regarding personnel issues per A.R.S. § 38-431.03 (A) (1).

Mr. Sniffen said it is now 4:35 and we are back in regular session and Ken and Kathy, we discussed it and you seem to be the two that we picked to be the new board members.

Ms. McDaid said I, Kathy McDaid do solemnly swear and affirm that I will support the Constitution of the United States and the Constitution and Laws of the State of Arizona; that I will bear true faith and allegiance to the same, and defend them against all enemies, foreign and domestic, and that I will faithfully and impartially discharge the duties of the office of Marana Domestic Water Improvement District according the best of my ability, so help me God. I do affirm.

Mr. Sniffen said let's call Candy back in.

Mr. Sniffen said it is 4:54 and we're back into regular session. Candy what we done and we discussed it and we're going to offer you the interim job with the full responsibilities as the regular manager and the full authority as the regular manager. At this time we'll pay you \$20.00 an hour for a 40 hour week that comes out to \$800.00 a week. Is that acceptable to you?

Ms. Cassidy said yeah.

Mr. Emholtz said we also when and if the job is full-time accepted it will be renegotiated. That is retroactive from the day Becky left.

Mr. Sniffen said and also we discussed, you know when Stu ordered those water meters? We authorize you to go ahead and get those back-up water meters. We also discussed for you to do the flash drive at the end of every day.

Ms. Cassidy said I agree.

Ms. Guise said and then Gordon is going to come in tomorrow.

Mr. Emholtz said if you want.

Mr. Sniffen said if you need Gordon to come in tomorrow morning at 8:00 o'clock and have a meeting with your staff to let them know that you are in charge of everything and everyone or can you handle it yourself?

Ms. Cassidy said I don't mind doing it at all but I welcome you.

Mr. Sniffen said are you going to take over payroll?

Ms. Cassidy said I think that and the check-writing needs to be in management. On the ad, I want to be in the running for the management position. I want to know how long you want to run the ad?

Mr. Sniffen said can the run the ad on the 24th. And say it's going to run for 30 days. We want Loretta as the point of contact so it goes to her.

Ms. Cassidy said all right. It would start on the 24th and run through April 24th.

Mr. Sniffen said I would like to welcome our new board member. Kathy we're gonna assign you to work with Gordon on the interview to find a new manager.

Ms. Guise said I am too.

Ms. McDaid said what I would need is a job description.

Ms. Cassidy said I can get that to you.

15. Announcement of Next Meeting

The next scheduled meeting of the Marana Domestic Water Improvement District Board of Directors shall be on Monday, March 14, 2016 at 4:00 P.M. at the District Office

16. Adjournment

It was moved by Ms. Guise; seconded by Ms. McDaid and carried that; **this meeting of the Board of Directors of the Marana Domestic Water Improvement District shall be adjourned at: 4:54 P.M.**

4 Ayes

0 Opposed

0 Abstain

0 Absent

Minutes prepared by
L. Katy Walker
Clerk of the Board