

**MARANA DOMESTIC WATER IMPROVEMENT DISTRICT**  
Official Board of Directors Meeting Minutes  
**May 12, 2014**

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, May 12, 2014**

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

Chairman Mr. Sostarich called the meeting to order at 4:18 P.M.

Mr. Sostarich ask Ms. Ball-Cummings to lead the Pledge of Allegiance.

**2. Roll Call**

Upon roll call, those present were as follows:

Board Members Present were;

Anthony Sostarich, Chairman  
Don Peetoom, Vice-Chairman (absent at roll call)  
Michael Young  
Teresa Ball-Cummings  
Michael Sniffen

Staff Members present were;

System Manager, Sig Danielson  
Clerk, L. Katy Walker

No members of Public present

**3. Consent items**

A. Approval of meeting minutes from the April 14, 2014 meeting

Mr. Sostarich: Anybody have anything they have to say about it?

(Inaudible, overlapping statements)

Mr. Sniffen: On page 10, Aetna is misspelled and on page 14, review is misspelled.

It was moved by Mr. Sniffen, seconded by Ms. Ball-Cummings, and carried that; **The minutes of the April 14, 2014 meeting of the Marana Domestic Water Improvement District shall be approved as presented/amended.**

**4 Ayes**

**0 Opposed**

**1 Absent**

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

Ms. Ball-Cummings: Oh there's Don, Bravo. Don's here, bravo.

1. We have had two problems with the system since the last BOD meeting

On April 15 we discovered that the Toma Well would no longer run independently from the Culver Well. JL&S initially suspected that NPL had damaged the communications cables that run between the two well sites. This proved not to be the case when additional testing was performed. JL&S then began to suspect that something in the SCADA program was to blame. Ray from Smyth Steel found an error in the control program and corrected the problem. Ray also eliminated the alternating Lead/Lag well concept that we employed prior to operating Toma on time of day power savings plan.

On May 6 we shut down everything east of Anway Road to remove a plastic hose clamp type saddle that was leaking. We installed a Romac repair clamp for a permanent repair. Approximately 190 customers were without water for less than 30 minutes.

2. We have repaired eight (8) service line leaks. Three of them caused by NPL.
3. Okay on number 3 the first sentence comes up, number 3 should read only the annual loan review for WIFA has been submitted with the final audit report from Wes.
4. April billing included 121 late notices, which is lower than normal.

5. We did one shutoff in April for nonpayment.

Accounts Payable	\$ 36,071.09
Capital Expenditures	\$ 0.00
Accounts Receivable	\$ 42,999.63
Balance	\$ 6,928.54

MDWID Balances Brought Forward:

MDWID Balance at Pima County	\$ 66,426.94
N B of AZ Checking	\$ 10,000.00
WIFA Reserve Account	\$ 78,967.61
RD General Account	\$ 184.11
RD Reserve Account	\$ 14,697.09
RD O&M Account	\$ 9,474.94
RD Replacement Account	\$ 7,993.40
RD Bond Account	\$ 19,220.88
Bills Pending Balance	\$ 1,800.45

Mr. Danielson: That completes the Manager's Report.

Ms. Ball-Cummings: Excellent.

Mr. Sostarich: Does anybody have any questions for Sig regarding Systems Manager Report, item number 4?

Ms. Ball-Cummings: Just a second here. Yes I do. Sig you were talking about the NPL and damage to communication cables at the 2 well sites. Now how bad were those damaged?

Mr. Danielson: It was not a damaged by them, we suspected it may have been.

May 12, 2014

Page 3 of 15

Ms. Ball-Cummings: So there was no damage, it was just suspicion.

Mr. Danielson: There was no damage. Cory didn't have the right equipment, he needed another body and he needed a bridge meger to start checking out the cables between the 2 well sites to make sure that none of them were shorted or anything like that and once we ran those tests all the cables were proper so there was no short or anything like that.

Ms. Ball-Cummings: Okay, okay, so it was all good.

Mr. Danielson: It was all good.

Ms. Ball-Cummings: There was no damage, no cost at all?

Mr. Danielson: No cost at all.

Ms. Ball-Cummings: Okay and then on the Anway Road, the plastic hose clamp, now was that a repair that you had been doing on May 6 for some time or was that a new, cause I don't recollect it?

Mr. Danielson: That particular service has been an ongoing problem for the last 8, 10 months and it's the service that feed Lisa Sieglaff's house.

Ms. Ball-Cummings: I kind of thought, okay, that's over there, yeah.

Mr. Danielson: Her house is on the south side of El Tiro, the service connection is on the north side of El Tiro. We repaired a leaky line 1 time there on the north side of El Tiro, we repaired a leaking line again on the south side. Not liking it going underneath El Tiro, we had Bob's Backhoe in here about 2 months ago, 2 and a half months ago and we trenched in to the easement about 130 feet and ran a new service line from the easement over to her meter box, about 130 feet. That eliminated the problem of the ¾ inch thin wall poly that goes under El Tiro Road.

Ms. Ball-Cummings: Okay, okay. Okay, so did you have to replace the poly that, under, you didn't have to?

Mr. Danielson: No we abandoned it.

Ms. Ball-Cummings: Oh totally.

May 12, 2014

Page 4 of 15

Mr. Danielson: Totally but the problem is it started leaking again because we messed with it so much that it's 1, on these cheap plastic hose clamp type saddles that you got 2 hose clamps holding a 4-inch saddle on, that the thing started and tightening it up, no it didn't tighten up because it's got basically no more than an O-ring inside it and it was damaged. Well you either have to replace the saddle or put a repair clamp on it and we just opted to put a repair clamp on there. Like I said we were down, I think it was 27 minutes from the time we opened the fire hydrant to start draining the system til the time we closed the fire hydrant and started recharging the system.

Ms. Ball-Cummings: Yeah exactly. Yeah, well the reason why I was asking was because I assumed and I know it was mentioned quite some time back that this was something that you know had been done and needed to be completed but was that I noticed that every time that there was a leak and it had been leaking for quite some time the asphalt and I noticed that throughout the community here, it weakened the asphalt.

Mr. Danielson: We never had a leak actually under the road.

Ms. Ball-Cummings: Well anyways what I'm going and what I've done and I've left several messages with Mr. Martinez and have him come out here and do something about these roads, I mean and they are just terribly and we, I left him a lengthy message pertaining to you know doing repairs on the roads I mean especially with the trash trucks, I mean I don't know about this area but there's 3 trash trucks that are just running crazy and there are 2 other ones that I'm not aware of, they're new customers of course.

Mr. Danielson: Yeah.

Mr. Young: The roads don't need to be repaired, they need to be replaced.

Ms. Ball-Cummings: Exactly, well that's what I told Mr. Martinez and he's the main supervisor down there at the road, DOT and so and he come out and had that sign put up on my street when they ran in to Harry Deskin's tree, those feeders, the Ramirez's so many times so anyways, and if you discuss the water and of course where the gas company came and did repairs to so he's gonna see and talk to the board supervisors about seeing if he can get these roads a little bit better shape than what they are in because and we need a little more customers helping out in making calls down there. He said that that would be a tremendous help, he said that the more calls we get to help maintain the roads you know

if that's what everybody you know wants he said that would defiantly move it along a little faster. But they're defiantly gonna come and do my road cause it's bad shape it's almost dirt. So anyways that's all I have on the Manager's Report, thank you, thank you very much.

Mr. Danielson: I'll offer 1 other comment, where we have damaged pavement and we have damaged pavement with water leaks.

Ms. Ball-Cummings: Yeah, it does happen.

Mr. Danielson: We've had it, we've got a regular protocol to repair, it's right out of Pima County's Standard Specification Book on how we do the repair work and we'll get it filled up with AB, we'll get it wet, we'll get it compacted and then the pavement repair, normally we been using Des Llaves to do all the pavement repair.

Ms. Ball-Cummings: Good, good, okay, cause I noticed.

Mr. Danielson: And where we've repaired the pavement, it's better that the pavement that's there.

Ms. Ball-Cummings: Oh I noticed that, that's what I was gonna make a comment on because it's and I told him that and he said well that's surprising, and I said no, it's not because they're doing a very poor patchwork here you know here in the community, especially the main roads that, especially the quads go down, I mean they seem to catch them roads and I don't know why they don't use roads that go straight to the, okay I'm finished I'm sorry about that, Mr. Mike Sniffen over there, I'm sure that you didn't want this to go on and on but this is what meetings are for.

Mr. Sniffen: Not when it's not the water company's

(Inaudible, overlapping statements)

Ms. Ball-Cummings: It pertains to the community, yes it does, it's very important that we are all aware of what's going on.

(Inaudible, overlapping statements)

Ms. Ball-Cummings: Sorry, Mike, I can't sit, my spine.

Mr. Sostarich: Are we ready to move on to item 5?

Ms. Ball-Cummings: Yeah I said I had no more questions with Sig except for those few. Jesus, Jiminy, Jesus, that's sad.

## **5. Discussion and Possible Action Concerning Financial Sub-Committee**

Mr. Danielson: Well we were going to have a meeting this afternoon but Don got tied up at the VA for a bit longer than normal. Mike and I did meet briefly, basically we're in the same area as, this month as where we were last month. We're still over on labor with not having a second field tech, we're basically right on. The only area that we're way over on is health insurance for the employees and if you'll remember I made the comment, I don't know if it was in Financial Sub-Committee last or in the regular board meeting, I'll make it in the regular board meeting. Last year when we made the budget, we put a guess on what we would have had, what

the health insurance would cost us because we did not have the final numbers, which they turned to be a bit more than we had planned so we've been behind the 8-ball on healthcare all year and will continue to be. Moving on from our discussion this afternoon is Patty is due out here tomorrow morning, hopefully she will have some information for us on healthcare, I know she's gonna come out and talk about Aflac, hopefully she also has some information on what they can do to match Pima County, because just a couple days before the last board meeting was when we received the information of what Pima County is going to do this year and see what they can find that will match up with it, be it Affordable Healthcare Act, Aetna, United Healthcare, Blue Cross-Blue Shield, we don't know yet. They are working on it. Me, not being an insurance professional, I've got to trust them to, that's their job, that's what they do for a living, they know what the deadlines are so hopefully they will have good information for us tomorrow or if not tomorrow then very shortly. Mike and I also agreed to discuss the idea of putting in a permanent part-time person for the field, biggest problem is we've been through about 8 guys this year so far. We can't find one that will work out to our satisfaction.

Ms. Ball-Cummings: My goodness.

Mr. Danielson: We continue to use Sean, Sean's a pretty good worker, is also currently disabled due to a broken back and I don't think we want to permanently hire him to take over that liability on his personal health.

Ms. Ball-Cummings: Yeah.

Mr. Danielson: The other guy that has been a good worker for us in the past, he's had his troubles with the Sheriff, he can't drive any of the company vehicles so he's a heck of a good worker but unless you've got a valid driver's license and can drive the company vehicle.

Ms. Ball-Cummings: Oh boy.

Mr. Young: I have a question, have you ever thought about calling the labor force or one of those outfits and telling them exactly what you want?

Mr. Danielson: You know I have done that in the past and I have hired a couple of people out of there and maybe that's the next step because locally we can't find anybody.

Mr. Young: Right, tell them you need somebody that has driver's license and wants to do to work and the whole nine yards.

(Inaudible, overlapping statements)

Ms. Ball-Cummings: They're good.

Mr. Danielson: Pass a drug screen.

Ms. Ball-Cummings: Yeah they're good.

Mr. Young: Now you're pushing it.

Ms. Ball-Cummings: But some of them are pretty good you know drug clean so that helps.

Mr. Danielson: The last guy we tried he didn't have his Social Security card with him, came in here and worked 7 hours on a Monday, 3 hours of it was following Tony along, following whiskers on the ground on Bluestaking, had him working 4 hours in the yard in the afternoon. We haven't seen him since, he didn't even come in to, I told him the next day, bring in your Social Security card so we can fill out the proper I9 reports and paperwork on you to get you hired in here. We haven't seen him since, he never even came by to pick up the money we owed him so.

Mr. Sniffen: Get a couple more like that you can save money not paying them.

Mr. Danielson: Yeah, okay, anyway I, anything else we want to talk about on Financial Sub-Committee, Mike?

Mr. Young: Basically that's the things we talked about. The big one is that elephant there.

Mr. Danielson: Yeah I had hoped to get rolling today on, my first project for the morning I thought was going to be to re-read all the correspondence from Roger and from and the one memo that Roger forwarded me from Fred on property tax stuff but Theresa called off sick and guys, I've had a \$4000 day, I've been awfully busy at that pay window today. I've haven't had time to do anything else.



(Inaudible, overlapping statements)

Ms. Ball-Cummings: That's okay. Sig, Chairman, can I ask a question of Sig about the lawyer?  
Now you're still getting correspondence from Roger, correct?

Mr. Danielson: No.

Ms. Ball-Cummings: But I mean he's definitely not our lawyer no more, right? And you chose?

(Inaudible, overlapping statements)

Mr. Danielson: The Board chose to stay with Fred Rosenfeld.

Ms. Ball-Cummings: Okay stay with.

Mr. Young: Did Roger leave?

Mr. Danielson: Roger opened his own practice.

Ms. Ball-Cummings: Well no, he's, believe me, he's doing good. He's gained a lot of clientele  
over the years since he's been with Rosenfeld.

Mr. Sostarich: Are you finished, Sig?

Mr. Danielson: Sure. One thing I will offer, I hopefully will be ready to put a budget in front of  
you at the next board meeting.

## **6. Call for Public Comment**

Mr. Sostarich: No public is here.

## **7. Discussion and Possible Actin Concerning Administrative Details**

Mr. Sostarich: Anybody got anything? I have got a question. Is, this is an election year, do we  
have to run.

Mr. Danielson: You, Don and Mike are up for re-election I believe this year.

Mr. Sostarich: Would we be notified if somebody decides to put in for that? Cause if nobody else  
puts in, we're still on, right?

Mr. Danielson: No you still have to put in the paperwork.  
do the nominating petition.

You still have to

Mr. Sostarich: Oh yeah.

Ms. Ball-Cummings: Yeah you got to go through the same thing.

Mr. Danielson: We will be informed, whether, we know what the deadlines are for people to file petitions, etc., etc., etc., to be nominated. There are various dates. Do you have those?

Ms. Ball-Cummings: You can file July 4 but I don't know the last date to file.

Mr. Danielson: Yeah there are various dates that are milestone dates with the Board of Elections which people can file for regular petition on the ballot and then there's another time period that they can file as a write-in candidate and then after that if there's no one who desires to run for the board, no one who's filed as a write-in candidate then we cancel election and it cost us only the money that the recorder's office cost us to verify the signatures on your nominating positions

Ms. Ball-Cummings: The fees, yeah, big amount.

Mr. Danielson: I do have an Administrative Detail and before I get in to it, just let me take a quick look at the calendar.

Ms. Ball-Cummings: All right.

(Inaudible, overlapping statements)

Mr. Danielson: Okay, one of the employees ask me to bring up the possibility of taking the Friday after Thanksgiving off instead of Columbus Day in October.

Ms. Ball-Cummings: On what day?

Mr. Danielson: I said I would bring it up to the board, my argument, looking at the calendar again for 2014 is the same as it was for 2013, we would have to get billing out on Wednesday before Thanksgiving, which can be done for a 4-day weekend, if we plan for it. Last year we were a little bit late hearing about it and did not opt to go that way. So it can be done, do we want to follow what the County is doing, as far as the Friday after Thanksgiving or leave it as per the current personal policy manual which has us off on Columbus Day and working the Friday after Thanksgiving?

Mr. Sostarich: Are you asking for permission or what?

Mr. Danielson: Yes.

Mr. Young: Do you want to make a motion?

Ms. Ball-Cummings: Now, wait a minute, repeat that again, now what day,  
you want to do the day of after Columbus?

Mr. Young: No after Thanksgiving.

Mr. Danielson: The day after Thanksgiving instead of Columbus Day.

Ms. Ball-Cummings: Oh so you want to eliminate Columbus Day?

Mr. Sostarich: He wants to trade.

Mr. Young: Not eliminate, we're switching it.

Mr. Sostarich: It's trading.

Ms. Ball-Cummings: Well you're gonna eliminate it, cause you're not gonna have that day, but it  
will still be a holiday though.

Mr. Danielson: Yes but we won't be working that holiday.

Ms. Ball-Cummings: Okay, that's what I'm getting at, yeah, so you want to  
take an extra day at Thanksgiving instead of having the regular 4 days, you'll get  
an extra day, which will be fine.

Mr. Danielson: No, instead of having Thursday off, working  
Friday then having Saturday and Sunday off, we would have  
Thursday, Friday, Saturday and Sunday off.

Ms. Ball-Cummings: Oh I, that's what I mean, yeah, because usually you come back on yeah  
Friday, yeah okay, no that sounds good to me if that's

Mr. Danielson: And I guarantee you, the Friday after Thanksgiving, the phone rings  
once or twice and nobody comes in the office.

Ms. Ball-Cummings: Yeah because everybody's doing things and they're usually out of town.

Mr. Sostarich: They're with their family.

Mr. Young: Well what about the following year?

May 12, 2014

Mr. Danielson: I believe that will advance the calendar enough that Thanksgiving will be back in to the 22<sup>nd</sup> or something like that.

Ms. Ball-Cummings: Okay, so

(Inaudible, overlapping statements)

Mr. Danielson: You know because we'll advance, this year, I don't have my glasses on, I believe the first of November is a Saturday.

Ms. Ball-Cummings: Yes it is.

Mr. Danielson: Okay then it will be a Sunday next week, next month so that would be the 28<sup>th</sup>.

Ms. Ball-Cummings: Thanksgiving lands on the 27<sup>th</sup>.

(Inaudible, overlapping statements)

Mr. Danielson: The last day of November, 2015, will be Monday the 30<sup>th</sup>.

Ms. Ball-Cummings: I can't see that calendar.

Mr. Sniffen: Next year Thanksgiving comes on the 26<sup>th</sup> and you would still have the 1<sup>st</sup> and the 30<sup>th</sup>.

Ms. Ball-Cummings: Yeah cause Thursday the 26<sup>th</sup>.

Mr. Danielson: 30<sup>th</sup> would be our billing day which would be Monday.

Mr. Sniffen: Correct.

Ms. Ball-Cummings: So you're gonna be off on the 28<sup>th</sup>.

Mr. Sostarich: We don't need to make a movement on this do we or make a motion? The way I see it you're running the ship.

Ms. Ball-Cummings: Yeah, no we need to decide on it.

Mr. Sniffen: Just because you're gonna change, you're not gonna have that holiday on the Columbus Day, that will not be a holiday, that will be a straight time pay day, correct?

Mr. Danielson: Correct.

May 12, 2014

Page 12 of 15

Mr. Sniffen: Right so we really need to make a motion cause we're

(Inaudible, overlapping statements)

Ms. Ball-Cummings: Exactly.

Mr. Danielson: That would be, the thought of motion and a vote by the board, then the argument could be well we worked Columbus Day, we should be getting paid holiday pay for Columbus Day.

It was moved by Mr. Sostarich; seconded by Mr. Sniffen and carried that; **Employees take the Friday after Thanksgiving off instead of Columbus Day (straight time pay) in October.**

Ms. Ball-Cummings: So he'll have the 27th, 28th, 29th, 30th and come back on the 1<sup>st</sup> of December, which that, cause that will work out great because the 27<sup>th</sup> you know. It lands on Thursday, Thanksgiving does.

Mr. Danielson: Correct.

**5 Ayes**

**0 Opposed**

**0 Absent**

Ms. Ball-Cummings: Now will you do like we always did, Sig, Mr. Chairman, put it down in the procedures book, the manual we use, do you want to change it officially, do you want to put that in there?

Mr. Danielson: I believe that the action the board just took changes that.

Ms. Ball-Cummings: So we don't got to worry about putting it in the manual?

Mr. Danielson: I will change the master copy of the manual.

Ms. Ball-Cummings: Okay, excellent, then we'll all get a new copy, cause I think it's time.

Mr. Danielson: No not for one change.

Ms. Ball-Cummings: Well we haven't had a new copy.

Mr. Danielson: We haven't revised it since 2005.

Ms. Ball-Cummings: Well that's what I'm saying.

May 12, 2014

Page 13 of 15

Mr. Young: He can enter it in the book an amendment changes it?

and that's it that

Mr. Danielson: Yeah.

Ms. Ball-Cummings: Yeah, he can do it, yeah exactly, that's what I'm saying, we all haven't had a copy since then so and that's when I was Chairman, lordy, Chairman and Vice-Chairman. Yeah cause Christmas lands on a Thursday this year, my goodness.

## **8. Announcement of Next Meeting**

**The next scheduled meeting of the Marana Domestic Water Improvement District Board of Directors shall be on Monday, June 9, 2014 at 4:00 P.M. at the District Office**

Ms. Ball-Cummings: Exactly. I do have one, I'm sorry, Mr. Chairman, once we set the date, are we gonna go back once summer hours set, are we gonna move up an hour to 5, since it's gonna start getting hot and don't get dark til late, are we gonna consider that between now and then or are we gonna stay the hot summer at 4 in the afternoon? Because I know we did it for Don cause it gets dark early in the winter hours. So with summer coming it's not gonna get dark you know 7 or 8.

Mr. Sostarich: You're suggesting that we start having the meeting at 5 in the summer?

Ms. Ball-Cummings: Well I think it would be best, 5 or yeah.

Mr. Sostarich: Well what about, what's he gonna do for an hour?

Ms. Ball-Cummings: Well ask I mean ask him what he thinks, suggestion, since it's early on. that's just a

Mr. Sostarich: Okay what do you think Sig?

Mr. Danielson: Since everybody is available at 4, I would think we stay at 4.

Ms. Ball-Cummings: Stay at 4.

Mr. Sostarich: Okay, everybody like that?

Mr. Sniffen: Yes.

May 12, 2014

Page 14 of 15

Ms. Ball-Cummings: I'm okay with that I mean that was just a suggestion since it's been a while and we did move it because Don you know.

## **9. Adjournment**

It was moved by Mr. Peetoom; seconded by Ms. Ball-Cummings and carried that; **This meeting of the Board of Directors of the Marana Domestic Water Improvement District shall be adjourned at: 4:52 P.M.**

**5 Ayes**

**0 Opposed**

**0 Absent**

---

Minutes prepared by  
L. Katy Walker  
**Clerk of the Board**