

# MINUTES OF MEETING BOARD OF DIRECTORS FOUNTAIN HILLS SANITARY DISTRICT

The Board of Directors of the Fountain Hills Sanitary District met in a **Regular Meeting** on **Wednesday, August 15, 2018** at 5:30 p.m. in the District's Board Room located at 16941 E. Pepperwood Circle, Fountain Hills, Arizona.

## **Agenda Item No. 1** **Call to order and roll call**

*Upon roll call, the following Directors were present:*

Chairman Tom Reski, Vice Chairman Gregg Dudash, and Director Robert Thomson. Director Jerry Butler and Director Michael Maroon were absent.

(Note: Unanimous votes refer to all Directors present.)

*The following Executive Staff members were present:*

Dana Trompke, District Manager, Bill Sullivan, Legal Counsel, Tori Myers, District CPA, and Penny Cook, Assistant Secretary.

## **Agenda Item No. 2** **Approval of Minutes: Regular Meeting: July 18, 2018**

A motion was made by Director Thomson to approve the minutes of the Regular Meeting of July 18, 2018 with discussed changes. Vice Chairman Dudash seconded the motion which passed unanimously.

## **Agenda Item No. 3** **Call to public.**

Resident Karen Janoska inquired if the District had looked into offering a senior discount.

Direction was given to staff to contact Ms. Janoska by Friday regarding the study that was done and the District's position on discounts.

## **Agenda Item No. 4** **District Manager's report; items to be discussed include plant and recharge statistics for July, permit compliance, new and existing sewer services, Solids Handling and Headworks Improvement Project, ASR Well Vault Replacement Project, recent activities, Public communication efforts, Town communication and/or coordination efforts, and general direction from Board.**

- District Manager reported for the month of July: The average influent flow was 6.666 MGD, total Wastewater treated was 51,654,000 gallons, and Reclaimed Water delivered to reusers was 80,105,000 gallons.
- District Manager reported the District's total recharge credit available as July 31, 2018 was 581,400,136 gallons.
- District facilities were in compliance with all permit requirements for the month July, even though the dumping event of July 9 did impact the District's treatment process for 7 days.
- The District issued six single-family sewer service agreements for the month of July.

- Weber has completed the work for the rehab services at Well No. 2. District staff will be flushing the well for the next 2-3 weeks to evaluate its' performance. All indications show that the rehab has worked, and a lot of the capacity has returned.

Chairman Reski requested a final result of Well #2 be presented at the September 2018 Board meeting.

The Contractor has moved to Well #4. The well equipment, the well, and column pipe have been removed. A camera will be sent down and reviewed on Friday. Chemical process will begin the week of August 20<sup>th</sup> on Well #4.

- SOQs were received on July 26<sup>th</sup> for the Well Vault Replacement project. An internal selection panel met to evaluate the SOQs in accordance with the stated criteria. A recommendation to award a contract has been brought to the Board.

- District staff was able to determine that only one of the two tankers had dumped their load into the sewer on the July 9<sup>th</sup> dumping event. Approximately 5,000 gallons of the septic material, comingled with normal domestic wastewater, reached the WWTP. The treatment process was upset for about 7 days. District staff has estimated the direct labor and expenses to address this specific event totaled \$8,336.

- Contractor for the Solids Handling and Headworks Improvements project is moving along and should be complete by mid-September. The thickening facilities are up and running and the new dewatering facilities will be up August 27<sup>th</sup>. To date, there have been no noise or odor complaints.

- A homeowner in Eagle Mountain was not happy with the status of a sewer repair and complained to the District and on social media. However, the repairs had not been fully complete at that time. Since that time the repairs were completed and the HOA representative in charge of managing the street repairs within Eagle Mountain is very satisfied with the District's work.

- The Mayor and Parks staff have been kept informed on the well rehab activities in the park. The District has been coordinating with the Public Works Director on the two traffic-control plans necessary for construction activities.

- The second edition of a newsletter was published with July billings. Director Thomson requested the newsletter be emailed to the Directors.

- Meetings with five of the Town Council candidates were held to inform them of the District's scope and activities. An offer was extended to the sixth candidate, but a meeting was not scheduled.

- Director Thomson suggested the District Manager write a My Turn article for insertion in the Fountain Hills Times explaining the implementation of the FERR fund. An alternative suggestion was to include such an item in the District newsletter.

- There was a sanitary sewer overflow event that occurred Saturday morning, August 11<sup>th</sup>. The event was a result of multiple failures of different components which have all been resolved. First, there was a pump failure most likely due to a power surge, power failure, lightning or something along those lines. There was a communication error when the backup pump didn't start. There was alarm failure where the alarm was sent out to the on-call person only one time. Normally an alarm should continue to be sent out until it has been acknowledged. District Manager filled out the appropriate forms and reported the incident to ADEQ on Monday, August 13<sup>th</sup>.

Vice Chairman Dudash requested this item be included in next month's District Manager's report explaining what went wrong and what has been done to correct this type of situation from happening in the future.

- District Manager and Administrative Services Manager met and interviewed two HR consultants this week. Staff is receiving three quotes and will select one of the consultants to perform an audit of the District's HR practices and provide training for staff.
- District staff has selected a new web designer to overhaul the District's website including a new compliant format. The process will begin at the end of the month. It is planned to have the new website complete by the end of the year.

**Agenda Item No. 5**

**Financial report; items to be discussed include status of income and expenditures, billing, report on collection efforts to date, and general direction from Board.**

District CPA reported the General Fund Income Statement for July was favorable to budget.

Billing is on track.

**Agenda Item No. 6**

**Discussion and consideration to revise the Purchasing Policy for items identified in the Budget.**

District Manager is requesting authorization to amend the purchasing policy for the District Manager to have the authority to purchase items up to \$30,000 only for SFI and FERR items previously identified in the Budget. District Manager's spending authority for all other items remains at \$20,000.

Director Thomson made a motion to revise the purchasing policy to give District Manager authority to purchase previously identified budget SFI and FERR items up to \$30,000. Vice Chairman Dudash seconded the motion which passed unanimously.

**Agenda Item No. 7**

**Discussion and consideration to authorize District Manager to execute a contract with Wilson Engineers for engineering design services for the ASR Well Vault Replacement Project.**

SOQs were received for the ASR Well Vault Replacement project and an internal selection panel chose Wilson Engineers as the most qualified engineer. District Manager is requesting authorization to engage Wilson Engineers for the engineering design services on the ASR Well Vault Replacement project in the amount of \$144,320.

After a discussion, Vice Chairman Dudash made a motion to engage Wilson Engineers for engineering design services on the ASR Well Vault Replacement project in the amount of \$144,320. Director Thomson seconded the motion which passed unanimously.

**Agenda Item No. 8**

**Presentation and discussion regarding FY 2017/2018 end of year report.**

District Manager presented the FY 2017/2018 End of Year report to the Board and answered questions.

After a discussion, the Board complimented and thanked the District Manager for the extremely well-done report.

**Agenda Item No. 9**

**The Chairman, the individual members of the Board and the District Manager will each be permitted to provide a brief summary of current events. The Board will not propose, discuss, deliberate or take legal action at the meeting on any matter addressed in the summaries, unless the specific item is otherwise properly noticed.**

Chairman Reski reminded the Board that he will not be at the September regular Board meeting.

Vice Chairman Dudash recommended that the insurance discussion scheduled for the September regular Board meeting be postponed until all Directors are present.

District Manager informed the Board that the November regular meeting is scheduled for Thanksgiving eve and wanted suggestions for an alternate date for the November meeting.

**Agenda Item No. 10**

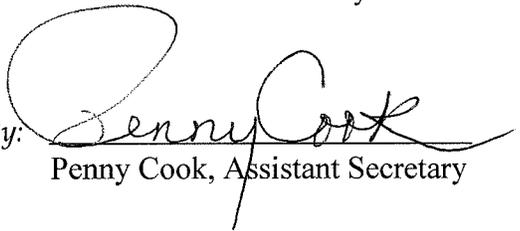
**Adjournment.**

Vice Chairman Dudash made a motion to adjourn the meeting at 7:51 p.m. Director Thomson seconded the motion which passed unanimously.

*Dated this 17th day of August, 2018.*

Fountain Hills Sanitary District.

Minutes Prepared By:

  
Penny Cook, Assistant Secretary