

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, October 17, 2018** which was called to order by Chairman Reski 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, Director Jerry Butler, and Director Robert Thomson. Director Michael Maroon arrived at 5:32 p.m.
(Note: Unanimous votes refer to all Directors present.)

The following Executive Staff members were present:

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

Agenda Item No. 2 **Approval of Minutes: Regular Meeting: September 19, 2018**

A motion was made by Vice Chairman Dudash to approve the minutes of the Regular Meeting of September 19, 2018 with discussed changes. Director Butler seconded the motion which passed unanimously.

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

Mr. Robert Lewis requested the District make the RV station available for use at all times instead of just during regular business hours.

Chairman Reski requested this item be placed on the November 2018 agenda for discussion.

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

- District Manager reported for the month of September: The average daily influent flow was 1.738 MGD, total WW treated was 52,146,000 gallons, and total RW delivered to reusers was 75,207,000 gallons.

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- District Manager reported the District's total recharge credit available as of September 30, 2018 was 540,244,036 gallons.
- All facilities were in compliance with permit requirements for the month of September.
- There were three sewer service agreements issued in September – one single family unit and two multi-family units.
- District Manager reported ASR Well No. 2 is producing a significant amount of sand in its recovered water and has damaged the new pump recently placed in the well. Staff will be reaching out to well experts and hydro-geologist to see if there are possible remedies.

Well No. 4 rehabilitation is complete and showing an increase in capacity. After more data is collected, District will have a better idea of the capacity increase.

- The majority of the Solids Handling and Headworks Improvements Project is complete. All solids handling process and influent pump station components are operational. All that remains is installing the Variable Frequency Drives to the plant's non-potable water pumps. Completion is scheduled for November 2018.
- Wilson Engineers is working on the engineering design for the ASR Well Vault Replacement Project. A preliminary submittal should be received by the end of the week.
- A request for qualifications has been published and noticed in the paper for Construction Manager at Risk for pre-construction services and cost estimating for the ASR Well Vault Replacement Project. A pre-submittal meeting is scheduled for Friday, October 19th and submittals are due November 13th.
- Statements of Qualifications were received for the Master Plan Study. Only one consultant submitted for this project. A recommendation to award the contract has been brought to the Board.
- The District held two anti-harassment/workplace violence awareness training classes. The third and final session will be offered on October 24, 2018 and at its conclusion, all staff will have attended. The training was well received by staff.
- An intense flash flood resulting from heavy rainfall from Hurricane Rosa washed out the tops of 4 manholes along SunRidge Canyon Golf course and community Tuesday night, October 2nd. The open manholes and sewers were filled with rocks, debris, and mud. Crews set up by-pass pumping on Tuesday, October 2nd. All mains were cleared, manholes repaired, and bypass pumping ceased by Saturday afternoon, October 6th.

Director Butler and the Board asked District Manager to thank the staff, who spent all the extra time on this project.

- District Manager is coordinating with Town staff to update the Town-District Intergovernmental Agreement (IGA) regarding electronic mapping services. This item is on the agenda for consideration.
- The third edition of a newsletter was sent to residents, accompanying the October billing. Notice was given of the proposed rate increase and introduction of Low-income assistance program.
- District staff attended a Fountain Hills Coalition Meeting on 9/27/2018.

Agenda Item No. 5

District CPA's report; items to be discussed include status of income and expenditures, billing, report on collection efforts to date, and general direction from Board.

District Manager reported the General Fund Income Statement for September was favorable to budget.

Agenda Item No. 6

Discussion and consideration to adopt a new intergovernmental agreement (IGA) with the Town of Fountain Hills regarding digital maps and data sets.

District Manager is requesting approval of a new intergovernmental agreement (IGA) with the Town of Fountain Hills regarding digital maps and data sets. The District has purchased a GIS program (Geographical Information System) and the new IGA includes the Town sharing their GIS information with the District along with the District sharing GIS information with the Town.

After a discussion Director Thomson made a motion to adopt a new intergovernmental agreement with the Town of Fountain Hills regarding digital maps and data sets with discussed changes to No.'s 3B and 14. Director Maroon seconded the motion which passed unanimously.

Agenda Item No. 7

Discussion and consideration to approve the purchase and distribution of holiday gift cards for employees.

Director Thomson made a motion to approve the purchase and distribution of holiday gift cards for employees in the amount of \$4,085.00. Vice Chairman Dudash seconded the motion which passed unanimously.

Agenda Item No. 8

Discussion and consideration of management liability insurance coverage.

Vice Chairman Dudash requested information on the District's management liability insurance. District Manager detailed the current coverage amounts and stated that the current coverage should be sufficient if any incident should occur.

Agenda Item No. 9

Discussion and consideration to establish and phase-in reclaimed water delivery limits.

District Manager presented a report regarding the imbalance of reclaimed water availability and delivery. She is recommending the District implement reclaimed water delivery caps to be phased in by 2021.

After a discussion, Chairman Reski suggested workshop(s) be scheduled in January 2019 to discuss reclaimed water availability and delivery and feasible ways to correct the imbalance.

Agenda Item No. 10

Discussion and consideration to authorize District Manager to execute a contract with Carollo Engineers to prepare the District's Wastewater Master Plan.

District Manager informed the Board only one Statement of Qualifications was received for the District's Wastewater Master Plan. District Manager is requesting authorization to execute a contract with Carollo Engineers to prepare the District's Wastewater Master Plan in the amount of \$289,551.00.

Vice Chairman Dudash made a motion to authorize District Manager to execute a contract with Carollo Engineers to prepare the District's Wastewater Master Plan in the amount of \$289,551.00. Director Thomson seconded the motion which passed unanimously.

Agenda Item No. 11

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.

Vice Chairman Dudash thanked District Manager for the documents that were prepared and presented on the October 2, 2018 event.

Agenda Item No. 12

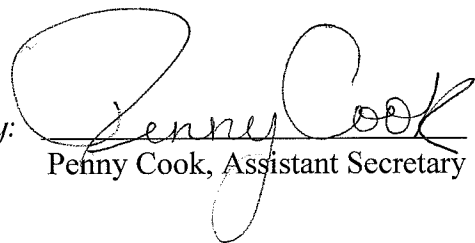
Adjournment.

Director Thomson made a motion to adjourn the meeting at 7:28 p.m. Vice Chairman Dudash seconded the motion which passed unanimously.

Dated this 18th day of October, 2018.

Fountain Hills Sanitary District

Minutes Prepared By:


Penny Cook, Assistant Secretary