

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, April 15, 2020** at **4:00** p.m. via telephonic conference call.

Agenda Item No. 1

Call to order and roll call

Upon roll call the following Directors were present telephonically:

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

(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: March 18, 2020

A motion was made by Director Thomson to approve the minutes of the Regular Meeting of March 18, 2020 as presented. Director Dudash seconded the motion which passed unanimously.

Agenda Item No 3

Call to public

There was no public comment.

Agenda Item No. 4

District Manager's report; items to be discussed include plant and recharge statistics for March, permit compliance, new and existing sewer services, active project updates, public communication efforts, and Town communication and/or coordination efforts.

District Manager reported for the month of March: The average daily influent flow was 2.386 MGD.

Total WW treated for March was 73,975,000 gallons.

The District was in compliance with all permit requirements for the month.

March Reclaimed Water delivered to reusers was 15,649,000 gallons.

District Manager reported the District's total recharge credit available as of March 31, 2020 was 716,394,057 gallons.

There were fifteen new sewer service agreements issued in March - 5 single-family units and 10 multi-family units.

The restroom facilities at Well #4 were opened on 2/20/2020 for the ASR Well Vault Replacement Project. There are a few remaining items: Frosting of the windows have been completed on Well #4 and initial coat has been applied at Well #2 and should be complete the week of March 20, 2020. The HOA of Fountainhead (across from Well #4) has reached out regarding the lighting and landscaping. The lighting has been addressed and should be completed the week of March 13, 2020. At this time, there are no plans to add additional landscaping. The Town's Parks Superintendent is more than satisfied with what they have to maintain.

Felix Construction is making great progress on the Air Compressor Replacement project. All of the infrastructure has been set up, electrical improvements needed in order to accommodate changing out the air compressors have been completed. The Advanced Water Treatment Facility will be shut down the week of April 20, 2020 in order to switch-out the air compressors in the quickest, most efficient manner. The District will be able to meet all of the permit requirements when discharging from the WWTP during this week. The entire project is anticipated to be complete in May.

There has been no progress on the Aeration Basin Improvement project. This project will replace and add internal baffle walls within the aeration basins, improve the air distribution headers, and install additional instrumentation for better monitoring and control of the biological treatment process. The contractor is currently working on a cost proposal. The District Manager anticipates the item to be on the May meeting agenda for approval.

Chairman Butler and District Manager attended phone meetings with the owners and/or managers of the three golf courses that are recycled water customers. The owners and managers explained some of the items they have or are going to implement to conserve water.

In light of the current COVID19 pandemic, the District has modified its staff work schedules to accommodate physical distancing and "stay-at-home" orders as much as possible. All staff work 3-10 hour days and work crews have been split across a 6-day work week. If State and Federal mandates to stay at home were increased, note that a large portion of District staff would still be required to come in to perform necessary operations that maintain the critical service of wastewater collection and treatment.

The owner of Peaks Fitness has engaged a surveyor and engineer to design the proposed parking lot expansion. The questions regarding grading, drainage, lighting, materials, etc. still need to be addressed.

A newsletter accompanied the second quarterly billing. The newsletter announced the District's actions to suspend late fees for 2020 and to postpone a user fee increase. The newsletter also reminded people of the Low-Income Assistance Program.

District Manager received an email from the Mayor thanking the District for what they were doing as far as suspending the late fees, postponing a rate increase, and doing what the District can for the community.

District Manager sent a letter to the Mayor and copied the Town Manager and Community Services Director commending Kevin Snipes, Parks Superintendent, to his outstanding contributions in the Well Vault Construction project. He was instrumental and played an active part, very easy to work with, and helped make the project successful.

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

Agenda Item No. 6

Discussion and consideration to approve the FY 2020/2021 preliminary budget and fee schedule for publication and to set public hearing thereon.

District CPA presented the Board with an updated proposed Budget and explained the changes to the preliminary proposed budget presented at the March 18, 2020 budget workshop and regular meeting.

Director Thomson made a motion to approve the FY 2020/21 preliminary budget and fee schedule, with discussed changes, for publication and to set public hearing for May 20, 2020 at 5:00 p.m. Vice Chairman Maroon seconded the motion which passed unanimously.

Agenda Item No. 7

Consideration to approve Resolution No. 280, waiving the imposition of interest, late fees and penalties for the remainder of 2020.

Director Dudash made a motion to approve Resolution No. 280, waiving the imposition of interest, late fees and penalties for the remainder of 2020. Director Thomson seconded the motion which passed unanimously.

Agenda Item No. 8

Consideration of changes to the Reserve Fund Policy.

This item will be tabled until a future meeting per request by Chairman Butler and Director Thomson.

Agenda Item No. 9

Discussion regarding flexibility of Capital Fund.

This item will be tabled until a future meeting per request by Chairman Butler and Director Thomson.

Agenda Item No. 10

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 Butler stated that the Town may be moving forward with a program to look into replacing the lake liner at Fountain park. They will be proposing to hire a consultant to look into the details. Chairman Butler suggested that District Manager contact Town personnel to see if she can become part of the meetings.

Director Dudash congratulated staff on the outstanding job with the Budget under very difficult circumstances. "I would like to say thank you from the Board – job well done".

District Manager stated that she had a conversation with Town Community Services Director, Rachel Goodwin, and was informed that Town staff is planning a study to replace the lake liner but will need Town Council approval. Staff anticipates the liner wouldn't be replaced until 2022.

Agenda Item No. 11
Adjournment.

Director Reski made a motion to adjourn the meeting at 5:39 p.m. Director Dudash seconded the motion which passed unanimously.

Dated this 16th day of April, 2020.

Fountain Hills Sanitary District

Minutes Prepared By:


Penny Cook, Assistant Secretary