

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 21, 2020** at 5:00 p.m. via an online webinar.

Agenda Item No. 1

Call to order and roll call

Upon roll call, the following Directors were present:

Chairman Jerry Butler, Vice Chairman Michael Maroon, Director Robert Thomson, and Director Gregg Dudash. Director Tom Reski arrived a few minutes late.

(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: September 16, 2020

A motion was made by Director Dudash to approve the minutes of the Regular Meeting of September 16, 2020 as presented. Vice Chairman Maroon seconded the motion which passed unanimously.

Agenda Item No. 3

Call to public.

There was no comment.

Agenda Item No. 4

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

The District Manager reported for the month of September: The average daily influent flow was 1.943 MGD.

Total WW treated for September was 58,286,000 gallons.

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

September Reclaimed Water delivered to reusers was 79,251,700 gallons.

The District Manager reported the District's total recharge credit available as of September 30, 2020 was 514,375,594 gallons.

The District issued five sewer service agreements for the month of September – 4 single-family and one non-residential (Keystone commercial building).

The contractor is working on procuring long-lead items for the Aeration Basin Improvement Project.

The Sewer Atlas has been converted to the GIS-data based map. The District is planning the next steps required to fully integrate the sewer camera inspection system with the GIS database.

There are 15 SFI projects and 12 FERR items identified in this FY's budget. A request to authorize funds for 5 of the items are on the agenda. Currently, 2 are completed, 3 are in progress, and 6 are waiting for an on-call engineering services contract.

There are no employees out with COVID related illness, either ill themselves or with sick household members.

Director Dudash requested information on one of the services that the District provides, Arizona 811. Arizona law requires anyone who is planning to dig in anyway contact Arizona 811 at least two full working days in advance to have all underground utilities located and marked. The law is referred to as "Call Before You Dig" law. Arizona Revised Statutes (ARS 40-360.22) also requires that any underground facilities operator promptly responds, but no later than two full working days, to locate and mark such underground facilities. To comply with this requirement, the District has trained Collections System staff to receive and properly respond to these "Blue Stake" requests. At all times, we have one staff member assigned to this task. With a dedicated staff member and local offices, the Sanitary District generally responds very quickly.

Eagle Mountain Golf Course may soon have a new owner. No significant impact to the District's reclaimed water management strategy is anticipated. Chairman Butler would like to schedule an executive session to discuss the Eagle Mountain contract, at a future date.

A newsletter accompanied the October quarter billing. The newsletter published a notice of the \$1.00/month fee increase that is scheduled for January 1, 2021. To date, the District has received no negative comments.

In coordination with the Town, the District assisted the Town in an evaporation test of Fountain Lake by not delivering reclaimed water to the lake for a 10-day period. Based on the evaporation test, it doesn't appear that there is any leakage, the liner seems to be holding, and there does not seem to be an immediate concern. Chairman Butler received an email from Mayor Dickey indicating that she would like to set up a joint meeting to talk about the lake liner and the irrigation system. Chairman Butler will respond back indicating the District will be receptive to a meeting.

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 September was favorable to budget.

Agenda Item No. 6

Discussion and consideration to authorize the District Manager to purchase three replacement vehicles on State Contract.

- a. **Heavy duty utility truck with service body for \$56,720.**
- b. **Standard work truck for \$27,700.**
- c. **Hybrid (plug-in electric) administration vehicle for \$33,400.**

District Manager is requesting authorization to purchase three new vehicles under state contract that have been identified in the current FY budget. These vehicles meet the District replacement standard of being over 10 years old or over 100,000 miles.

Director Thomson made a motion to authorize District Manager to purchase the three vehicles at the state contract pricing. Vice Chairman Maroon seconded the motion which passed unanimously.

Agenda Item No. 7

Discussion and consideration to authorize District Manager to engage Degan Construction for the rehabilitation of manholes for a total of \$67,300.

District Manager is requesting authorization to engage Degan Construction for the rehabilitation of manholes for a total of \$67,300.

Director Reski made a motion to authorize District Manager to engage Degan Construction for the rehabilitation of manholes for a total of \$67,300. Director Dudash seconded the motion which passed unanimously.

Agenda Item No. 8

Discussion and consideration to authorize District Manager to engage Canfield Engineering to perform updated arch flash studies at all District facilities and provide training to District staff in the amount of \$93,300.

Director Reski made a motion to authorize District manager to engage Canfield Engineering to perform updated arch flash studies at all District facilities and provide training to District staff in the amount of \$93,300.

District Manager stated that Canfield Engineering indicated in their proposal that they will be starting with our 2013 ETAP software model. ETAP is the name of the software used to perform analysis. Because of Director Reski asking if the District received the 2013 ETAP files, District Manager was able to obtain the original files from the consultant who had performed the last arch flash study, thereby saving the District a considerable amount of money. The Board indicated they appreciated Director Reski for informing the District Manager that the 2013 ETAP files belong to the District and should be maintained for future use.

Director Dudash seconded the motion which passed unanimously.

Agenda Item No. 9

Discussion and consideration to authorize District Manager to execute professional services contracts with five engineering firms for general on-call engineering services: (1) Wilson Engineering, (2) Carollo Engineers, (3) Sunrise Engineering, (4) Wood Environment and Infrastructure Solutions, and (5) Project Engineering Consultants.

District Manager indicated that a solicitation was advertised to request qualifications from engineering firms for on-call services. There was a five-person selection committee which ranked the received qualifications from one to ten and then selected the top five. The five firms that had the highest ranking were Wilson Engineering, Carollo Engineers, Sunrise Engineering, Wood Environment and Infrastructure Solutions, and Project Engineering Consultants.

District Manager is requesting authorization to enter into an on-call engineering services master agreement with the five firms.

After a discussion, Director Dudash made a motion to authorize District Manager to execute professional services contract with five engineering firms for general on-call engineering services: (1) Wilson Engineering, (2) Carollo Engineers, (3) Sunrise Engineering, (4) Wood Environment and Infrastructure Solutions, and (5) Project Engineering Consultants.

Director Reski seconded the motion which passed unanimously.

Agenda Item No. 10

Discussion and consideration to authorize the District Manager to purchase 54 replacement membrane modules for the AWTF in the amount of \$139,860 plus tax.

District Manager informed the Board that this project is not in the current budget and was scheduled for the 2023 budget. District staff is seeing a number of the membrane modules failing early, three years earlier than scheduled, and are in need of replacement before the 10-year warranty has expired. Tonka is honoring the prorated warranty on the membrane modules.

After a discussion, Director Thomson made a motion to authorize District Manager to purchase 54 replacement membrane modules for the AWTF in the amount of \$139,860 plus tax. Vice Chairman Maroon 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.

There were no comments

Agenda Item No. 12

Adjournment.

Director Dudash made a motion to adjourn the meeting at 6:31 p.m. Vice Chairman Maroon seconded the motion which passed unanimously.

Dated this 22nd day of October, 2020.

Fountain Hills Sanitary District

Minutes Prepared By:


Penny Cook, Assistant Secretary