

MINUTES OF MEETING  
of the  
CAMP VERDE SANITARY DISTRICT

The Board of Directors of the Camp Verde Sanitary District met in special session on Tuesday, January 18, 2011 at the District office, 155 N Montezuma Castle Hwy #11, Camp Verde, AZ at 6:00 pm. The public was invited to attend.

**I. OPENING**

**a. Roll call**

The meeting was called to order at 6:00 pm by Chairperson Gregg Freeman. Also present were Dick Ryneerson, Chip Norton and Ben Bueler. Carol Ryneerson was absent.

**II. CALL TO PUBLIC**

*This is the time for the public to speak to the governing board on any issue not on the agenda. A comment card must be filled out and turned in to a staff member before the meeting begins. Members of the Board may not discuss or take legal action on matters raised during an open call to the public. The only allowable responses a Board member may make are: 1) Board member may respond if there is direct criticism of the Board member; 2) Board member may direct staff to look in to a matter; or 3) Board member can ask to have this item placed on a future agenda A.R.S. § 38-431.01(G)*

**a. Public comment** (2 minute time limit per speaker.)

There were none.

**III. PRESENTATIONS/INFORMATION/REPORTS**

**a. Reports from Operators.**

The Board reviewed the reports. They are included.

**b. Update on Filtration System Project by engineer Doug Kobrick.**

Mr. Kobrick reported that he plans to have a 30% submittal ready next week. He met with the Aqua Aerobics rep last week. The delivery time for the equipment is 12 – 14 weeks. The design should be final by the end of February. Doug spoke with ADEQ. They told him that we could change the APP Amendment that we already have and add this to it. This would save us from paying an additional permit fee and shorten the timeframe as opposed to waiting for approval of a second amendment. Doug would like to include the Septage Receiving Facility with this project. He will get a memo to the Board for this. He indicated that this would not add to the timeframe. Gregg asked Doug if he could have the memo by the February meeting for approval.

**IV. CONSENT AGENDA ITEMS** – *All these items may be enacted upon by one motion and approved as Consent Agenda items. Any item may be removed from the Consent Agenda and considered as a separate item on a Board members request.*

**a. Approval of the minutes:**

1. Dec 9, 2010 – Regular Meeting
2. Dec 27, 2010- Special Meeting
3. Dec 29, 2010 – Special Meeting

**b. Approval of Financial Reports:**

1. Dec Financial Condition Report
2. Dec 7 – Jan 17 Warrants
3. Dec Project Funds Report

Chip moved to approve all consent agenda items as presented. Seconded by Ben. Motion carried unanimously.

**V. UNFINISHED BUSINESS**

**a. Discussion, consideration and possible approval to purchase a back up chlorination system for the WWTP at a cost of \$6675.44.**

Chip moved to approve the purchase of a back up chlorination system for the WWTP at a cost of \$6675.44. Seconded by Dick. At the December meeting staff reported that they found a company that would provide this equipment at no cost to us if we purchased the chlorine from them. That company has since reported back that they won't be able to offer us that program. Jim will be talking to Robert Manley with ADEQ tomorrow. He is trying to convince ADEQ to let us wait until the filtration system is operational so we don't have to spend this money but if Mr. Manley says no then we will need to order it. The Board discussed whether this back up unit is something that will be useful in the long run. Doug suggested that we include the chlorination system in the filtration system amendment. Doug was directed to speak with ADEQ and include the chlorination system with the amendment.

The motion failed.

- b. Discussion, consideration and naming of Authorized Agent, by title only, of the position authorized to act on behalf of the District in regard to the Arizona State Retirement System.**

Chip moved to name the chairman of the Board as the Authorized Agent. Seconded by Ben. Motion carried unanimously.

- c. Consideration, discussion and possible adoption of Resolution 2011 - 1 adopting Social Security Coverage with the Arizona State Retirement System and authorization for Authorized Agent to sign the Plan for Political Subdivision Social Security Coverage Agreement.**

Ben moved to adopt Resolution 2011-1 adopting Social Security Coverage with the Arizona State Retirement System and authorization for Authorized Agent to sign the Plan for Political Subdivision Social Security Coverage Agreement. Seconded by Dick. This is required by the State and the Social Security office.

- d. Consideration, discussion and possible adoption of Resolution 2011 - 2 adopting the Arizona State Retirement System Political Subdivision Supplemental Retirement Plan and authorization for Authorized Agent to sign Political Subdivision Supplemental Retirement Plan agreement.**

This item was tabled to the next meeting. Information was not received from the State Retirement System. Staff was directed to have the attorney review these documents.

- e. Discussion, consideration and possible approval to purchase back the years of employment for each employee or a portion thereof. This is a one-time opportunity at the start of the retirement plan.**

This item was tabled to the next meeting. Information was not received from the State Retirement System.

## **VI. NEW BUSINESS**

- a. Discussion, consideration and possible direction to staff to send out RFQ for auditor for FY 2010/2011.**

Chip moved to direct staff to send out an RFQ for an auditor for FY 2010/2011. Seconded by Ben. The Board discussed the idea that it is best to change auditors every few years. Since Fester and Chapman, PC has been our auditor for many years the Board felt it best to use a different firm for the upcoming audit. They all agreed that this was not a reflection on Fester and Chapman but simply a prudent decision. Motion carried unanimously.

- b. Discussion, consideration and possible interpretation of the connection fee in regards to a 30 space RV Park.**

A developer is interested in purchasing land to put in an RV Park. He asked what his connection fee would be. Since this isn't specifically covered in the Fee Schedule staff asked the Board for clarification. It was discussed that since this park would be for short term stays it could be classified similar to a motel. Staff was directed to investigate where this would fit in the fee schedule and bring it back at the February meeting.

- c. Discussion, consideration and naming of Project Administrator for the Solar Energy Power Purchase Agreement.**

Someone needs to work with Green Volts and oversee this project while it is in construction. The Board named Chip as the Project Administrator for the Solar Energy Power Purchase Agreement.

- d. Board Elections**

Chip moved to continue with the Board officers as they now stand. Seconded by Ben. Motion carried unanimously.

## **VII. UPCOMING AGENDA ITEMS**

Since Ben's term has officially ended he would like to see us advertise for Board Members.

## **VIII. ADJOURNMENT**

Chip moved to adjourn. Seconded by Dick. Motion carried unanimously.