

Meeting Minutes

Board of Directors of the Big Park Domestic Wastewater Improvement District
November 19, 2020 – 10:00 a.m.
VIA ZOOM VIDEO CONFERENCE

District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairperson, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Clerk of the Board of Directors, for the Big Park Domestic Wastewater Improvement District, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 3603 Crossings Drive Prescott, AZ 86305. Pursuant to A.R.S. • 38-431.03, the Board of Directors may vote to recess the meeting and move into Executive Session on any item, which will be held immediately after the vote and will not be open to the public. Upon completion of Executive Session, the Board of Directors may resume the meeting, open to the public, to address the remaining items on the agenda.

Topic: Big Park DWWID Board of Directors Meeting

November 19, 2020 10:00 AM Arizona

Join Zoom Meeting

<https://us02web.zoom.us/j/83842242432?pwd=LzNndTZRFNkNU9WMU1oVG5veU9Ndz09>

Meeting ID: 838 4224 2432 / Passcode: 757050

Dial by location: 253-215-8782(Tacoma), 346-248-7799(Houston), 669-900-9128(San Jose)

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Contact jbartos@idsadmin.com to request a Zoom meeting invitation to be emailed to you.

Call to Order – David Sheets, Gary Livermont, Brien Gidlow, Jim Kautz, Ruth Kane and Joanne Johnson present.

Also present and participating in the meeting: Jennifer Bartos, District Clerk/Administrator and Diana King, District Administrator, Improvement District Services, Inc.; Brad Bowers, District Operator, Environmental Biomass Services; Sid and Dave Dirren, District Engineer, Sunrise Engineering; Rich Gardner, property owner.

1. Discussion and possible action regarding the Administrative Services Staff Report from Improvement District Services, Inc. regarding staff activities, District financials, budgets, collections, direction to the Clerk for future agenda items and other administrative issues.
No discussion
2. Consent Agenda:
 - a) Approve the meeting minutes of October 20, 2020;
 - b) Approve checks written in October 2020.Motion: made by Director Gidlow to approve the consent agenda, second by Director Kane.
Unanimous Approval
3. Discussion and possible action to consider appointing Rich Gardner to the open position on the Board of Directors.
Mr. Gardner gave a brief summary of his interest and experience serving on other boards.
Motion: made by Director Kane to appoint Rich Gardner to the open position on the Board of Directors, second by Vice-Chair Livermont.
Unanimous Approval
4. Discussion and possible action regarding a request from Patrick H. Winn, M.D., to de-annex parcel 405-33-487 from the District boundaries.
Motion: made by Vice-Chair Livermont to set the hearing date and time for de-annexation as December 17, 2020 at 10:00 a.m., second by Director Gidlow.
Unanimous Approval
5. Presentation of the Operator's Report from Brad Bowers of Environmental Biomass Services, regarding the operation and maintenance of the wastewater facility and sewer system to include flow information, water quality, reuse and activities; updates on the Perpetual System Maintenance Projects.

Brad gave the Board a summary of the wastewater treatment plant Indigo project. Rich Gardner will take a tour of the plant with Brad.

6. Discussion and possible action regarding the UV replacement project.
Dave Dirren and Sid told the Board the estimated total cost of the project will be \$570,000, including the possible increase.
Motion: made by Director Gidlow to increase the current project amount by \$60,000, second by Vice-Chair Livermont.
Unanimous Approval
7. Discussion and possible action regarding the plant erosion at the wastewater treatment plant.
Motion: made by Director Johnson to approve the contract with Mountain High Excavating in the amount of \$20,217.00, second by Vice-Chair Livermont.
Unanimous Approval
8. Discussion and possible action regarding the Engineer's Report by Dave Dirren, Sunrise Engineering, to include facility maintenance, connection requests and other District Engineering duties.
Dave reviewed the report with the Board.
9. Discussion and possible action to approve invoices from Sunrise Engineering for District Engineering Services.
Motion: made by Director Johnson to approve two invoices in the amount of \$3,540.00 and \$3,780.00, second by Vice-Chair Livermont.
Unanimous Approval

Public Comment Period. The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.