

**MINUTES OF MEETING
BOARD OF DIRECTORS
NORTHERN GILA COUNTY SANITARY DISTRICT**

The Board of Directors of the Northern Gila County Sanitary District met in a Regular Meeting on Thursday, December 12th, 2019 at 12:00 p.m. in the Conference Room located at 2200 West Doll Baby Ranch Rd., Payson, AZ.

Agenda Item No. 1 – Invocation, Pledge of Allegiance, and Call to Order

- Shirley Dye gave the Invocation.
- Bill Easton led those present in the Pledge of Allegiance.
- Patrick Underwood called the meeting to order at 12:02 p.m.

Agenda Item No. 2 – Roll Call

- The following Board Members were present for the meeting: Sheila DeSchaaf, Secretary; Shirley Dye, Board Member; Bill Easton, Board Member; Jim Muhr, Board Member; Patrick Underwood, Chairman.
- The following public and staff members were present for the meeting: Mr. & Mrs. Douglas Ardt, Garrett Goldman, District Manager; Deniese Morgan, Administrative Services Manager; and Michell Marinelli, Customer Service Representative.

12:04 p.m. Mike Harper, Legal Counsel arrived.

Agenda Item No. 3 – Call to Public

- There were no public comments.

Agenda Item No. 4 – Approval of Minutes

- A motion was made by Bill Easton to approve the Regular Meeting Minutes of November 14th, 2019. Sheila DeSchaaf seconded the motion which passed unanimously 5/0. Sheila DeSchaaf-yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay.
- A motion was made by Shirley Dye to approve the Executive Meeting Minutes of November 14th, 2019. Bill Easton seconded the motion which passed unanimously 5/0. Sheila DeSchaaf-yay; Shirley Dye-yay; Bill Easton-yay; Patrick Underwood-yay. Jim Muhr- yay.

Agenda Item No. 5 – Approval of Check Register

- A motion was made by Sheila DeSchaaf to approve the Check Register for invoices paid from November 15th, 2019 through December 12th, 2019 check numbers 044115 to 044197. Jim Muhr seconded the motion which passed unanimously 5/0. Sheila DeSchaaf-yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay.

Agenda Item No. 6 - Operations

- Garrett Goldman presented the November 2019 Operations Report.

Agenda Item No. 7 – Administration

- **Review of NGCSD Rules and Regulations regarding lateral ownership-** Garrett Goldman explained the NGCSD Rules and Regulations section 3.03.1.B.13 Maintenance. Douglas Ardt expressed his concern of the NGCSD Rules and Regulations. The Board has requested that Douglas Ardt submit his concerns in writing to the Board. No action was taken by the Board.
- **2019/2020 Q1 Internal Financial Statements, presented by Deniese Morgan** - Deniese Morgan presented the 1st quarter Internal Financial Statements to the Board. A motion was made by Shirley Dye to approve the

1st quarter Internal Financial Statements. Jim Muhr seconded the motion which passed unanimously 5/0. Sheila DeSchaaf-yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay.

- **Authorization to move 401K Plan from MassMutual to Kevin Dick Investments, and authorizing District Manager to execute all required documents** - Garrett Goldman requested authorization from the Board to move the 401K plan from MassMutual to Kevin Dick Investments. A motion was made by Sheila DeSchaaf to move the 401K plan from MassMutual to Kevin Dick Investments and to authorize the District Manager to execute all required documents. Shirley Dye seconded the motion which passed unanimously 5/0. Sheila DeSchaaf-yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay.
- **Legal opinion of General Counsel for the Northern Gila County Sanitary District, regarding Board Member serving in other capacities** –Mike stated, after he completed further research and reading Arizona Revised Statute 38.296, he does not feel there are any issues with Board Members serving in other capacities, specifically Sheila DeSchaaf, as she is the Acting Town Manager, as the position is not an elected position. No action was taken by the Board.
- **2019 Insurance claims regarding residential backup-** Garrett Goldman updated the Board on the 2019 Insurance claims. No action was taken by the Board.

Agenda Item No. 8 – Executive Session

- There was none.

Agenda Item No. 9 – Discussion/Possible Action: Items discussed in Executive Session.

- There was none.

Agenda Item No. 10 – Announcements

- There was none.

Agenda Item No. 11 – Current Events Presentations

- There was none.

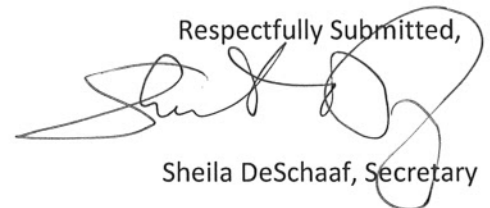
Agenda Item No. 12 – Schedule any Topic or Issue

- The next Regular Meeting is scheduled for Thursday, January 9th, 2020 at 12:00pm. If anyone is unable to attend, please let us know, or if anyone would like to add something specific to the agenda, please advise the office at their earliest convenience, no later than 10:00 a.m. the day prior to the scheduled meeting.

Agenda Item No. 13 – Adjournment

- A motion to adjourn was made by Shirley Dye at 2:09 p.m. Sheila DeSchaaf seconded the motion which passed unanimously 5/0. Sheila DeSchaaf-yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay.

Respectfully Submitted,



Sheila DeSchaaf, Secretary

Prepared: December 16th, 2019

Approved this 9 Day of January, 2020