

**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, April 11th, 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.
- William Easton led those present in the Pledge of Allegiance.
- Patrick Underwood called the meeting to order at 12:03 p.m.

**Agenda Item No. 2 – Roll Call**

- The following Board Members were present for the meeting: Shirley Dye, Board Member; Jim Muhr, Board Member; Sheila DeSchaaf, Secretary; William Easton, Vice-Chairman; Patrick Underwood, Chairman.
- The following public and staff members were present for the meeting: Mike Harper, Legal Counsel for the Governing Board; Teresa McQuerrey, Payson Roundup; Garrett Goldman, District Manager; Deniese Morgan, Administrative Services Manager and Michell Marinelli, Account Clerk.

**Agenda Item No. 3 – Call to Public**

- There were no public comments.

**Agenda Item No. 4 – Approval of Minutes**

- A motion was made by Sheila DeSchaaf to approve the Regular Meeting Minutes of March 7<sup>th</sup>, 2019. Shirley Dye seconded the motion which passed unanimously 5/0.

**Agenda Item No. 5 – Approval of Check Register**

- A motion was made by William Easton to approve the Check Register for invoices paid from March 7<sup>th</sup>, 2019 through April 11<sup>th</sup>, 2019 check numbers 043267 to 043373. Shirley Dye seconded the motion which passed unanimously 5/0.

**Agenda Item No. 6 – Administration**

- **206 Eidelweiss Cir** - Garrett Goldman provided information about the plugged line that caused backflow into the house. The line was plugged due to maintenance and cleaning of upstream lines. Should it be more cost effective to not submit a claim through insurance, Garrett has asked for damages up to \$15,000.00 be paid by the District. The home owner will be sent a letter that requires a back-flow preventor be installed. A motion was made by Jim Muhr to allow Garrett to pay for damages not to exceed \$15,000.00. Shirley Dye seconded the motion which passed unanimously 5/0.
- **2019/2020 Capital Improvement Plan** – Garrett Goldman presented an overview of the Capital Improvement Plan and recommended upgrades to the operations of the WWTP. No action was taken by the Board.
- **TOP Splash Project** – Sheila DeSchaaf requested this item for discussion. A group of community members have formed to install a splash pad at Green Valley Park. This group is asking for assistance from different organizations. The project is in the beginning stages of their process. After discussion, the Board expressed interest in possibly helping with the project after the group identifies their specific needs. No action was taken by the Board.
- **Executive Session Agendas requirements in accordance with A.R.S. 38-431.03** – Mike Harper gave a brief discussion about executive session agendas and minutes. The Board was provided with the A.R.S 38-431.03 for review. No action was taken by the Board.

Shirley Dye requested a five-minute break. The Board convened regular session at 1:52 p.m. Reconvened regular session at 1:59 p.m.

**Agenda Item No. 7 - Operations**

- Garrett Goldman presented the March 2019 Operations Report.

**Agenda Item No. 8 – Project Update**

- **FEMA Flood Plain Mapping** – Garrett Goldman stated the FEMA Flood Plain Map Project Analysis is about 90% complete, with no issues.
- **208 Plan** – Garrett Goldman stated the plan has been approved by CAG. Compliments were given to the District about the professionalism of the business. It is proceeding at ADEQ.

**Agenda Item No. 9 – Executive Session**

- Shirley Dye motioned to convene to Executive session, Sheila DeSchaaf seconded the motion which was passed 5/0.
- The Board convened to Executive session at 2:13 p.m.
- The board reconvened Regular session at 3:50 p.m.

**Agenda Item No. 10 – Discussion/Possible Action**

- After discussion of the District Managers Performance Evaluation, Sheila DeSchaaf motioned to direct staff to reflect a 6.4% increase to the base salary and 6.4% performance pay to be reflected in 2019/2020 fiscal budget. Bill Easton seconded the motion which passed unanimously 5/0.

**Agenda Item No. 11 – Announcements**

- There were none

**Agenda Item No. 12 – Current Events Presentations**

- There were none

**Agenda Item No. 13 – Schedule any Topic or Issue**

- The next Regular Meeting is scheduled for Thursday, May 9th, 2019. 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. 14 – Adjournment**

- A motion to adjourn was made by Sheila DeSchaaf at 3:55 p.m. Jim Muhr seconded the motion which passed unanimously 5/0.

Respectfully Submitted,



Sheila DeSchaaf, Secretary

**Prepared: April 12, 2019**

**Approved this 9 Day of May, 2019**