

**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 9<sup>th</sup>, 2020 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 12:04 p.m.

**Agenda Item No. 2 – Roll Call**

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

**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 5<sup>th</sup>, 2020. 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. 5 – Approval of Check Register**

- A motion was made by Jim Muhr to approve the Check Register for invoices paid from March 6<sup>th</sup>, 2020 through April 9<sup>th</sup>, 2020 check numbers 044489 to 044574. 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.

**Agenda Item No. 6 – Administration**

- **NGCSD COVID-19 response, regarding disconnect procedures and fees** - Garrett Goldman requested permission from the Board to waive the April 2020 late fees and reduces rates for those businesses that are affected by Governor Ducey's Executive Order that required the non-essential businesses to close. A motion was made by Sheila DeSchaaf to ratify the District Manager's policy implemented in response to the COVID-19 Executive Order in response to Gila County's first confirmed case to reduce the fees for restaurants, bars, gyms, and theaters and waive the late fees for all accounts for April 2020. 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. Garrett Goldman requested direction from the Board on how staff should handle disconnection of sewer services during COVID-19. A motion was made by Jim Muhr to extend the disconnect process for a period of 30 days and to have a policy presented by staff at the next Board meeting for further action. 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.

- **Proposed IGA with Gila County for County Complex Sewer Line Relocation Project** - Garrett Goldman provided information to the Board regarding a proposed IGA with Gila County for the sewer line relocation at the County Complex. A motion was made by Shirley Dye for the NGCSD District Manager to work with the County to prepare an IGA to bring back to the Board for action. 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.
- **2020/2021 Budgets/Rates/Fees** - Garrett Goldman provided a proposed budget schedule to the Board. No action was taken by the Board.
- **2020 Elections, Gila County Elections** - Garrett Goldman provided information that the District is intending to enter into an agreement with the County to administer the 2020 election. No action was taken by the Board.
- **Sun Edison Maintenance Contract for Solar Panels** - Garrett Goldman informed the Board that Sun Edison contract states, Sun Edison is responsible for the landscape maintenance surrounding the solar panels. No action was taken by the Board.

**Agenda Item No. 7 - Operations**

- Garrett Goldman presented the March 2020 Operations Report.

**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.

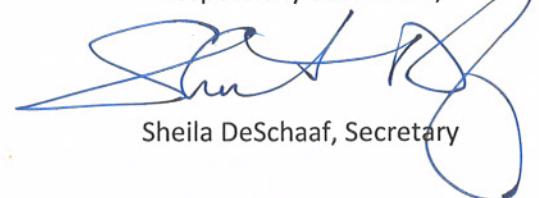
**Agenda Item No. 12 – Schedule any Topic or Issue**

- The next Regular Meeting is scheduled for Thursday, May 14<sup>th</sup>, 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 Jim Muhr at 2:12pm. 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: April 11<sup>th</sup>, 2020

Approved this 14 Day of May, 2020