

**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, June 11th, 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 12:02 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, Vice-Chairman; Jim Muhr, Board Member; Patrick Underwood, Chairman.
- The following public and staff members were present for the meeting: Garrett Goldman, District Manager; David Lower, GIS Analyst III, Mike Harper, Legal Counsel for the Governing Board, and Deniese Morgan, Administrative Services Manager

Agenda Item No. 3 – Call to Public

- There were no public comments.

Agenda Item No. 4 – Approval of Minutes

- A motion was made by Shirley Dye to approve the Regular Meeting Minutes of May 14th, 2020. Bill Easton 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 revisit the Executive Minutes, during Executive Session, Shelia 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. 5 – Approval of Check Register

- A motion was made by Jim Muhr to approve the Check Register for invoices paid from May 14th, 2020 through June 11th, 2020 check numbers 044688 to 44773 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.

Agenda Item No. 6 – Administration

- **Resolution 657, Order Annexing Northern Gila County Sanitary District Boundaries to include new territory known as 1213 N. Heather Circle, Payson, AZ Gila County APN 32-23-112A, Arizona Mathews Property, LLC an Arizona limited liability company-** Garrett Goldman provided the Board with Resolution 657. After Board discussion, Sheila DeSchaaf motioned to approve Resolution 657, 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.
- **FY 2020/2021 Casualty and liability insurance update-** Garrett informed the Board that Alliant is still in process of receiving final terms from underwriters. We are expected to realize a 4% increase in premiums for the renewal, and we have made the appropriate allocations in the budget for this coming year. Alliant will be presenting the full overview in July. There was no action taken.

- **NGCSD COVID-19 response, regarding disconnect procedures and fees** – Garrett Goldman presented billing/delinquent/disconnect notices statistics for the months of February, March, April, and May 2020. The statistics did not show an appreciable increase in delinquent or disconnect notices during these periods. He added, suspension of late fees are still in effect and we would revisit late fee policy in July. There was no action taken.

Agenda Item No. 7 - Operations

- Garrett Goldman presented the May 2020 Operations Report.

Agenda Item No. 8– Executive Session

- Sheila DeSchaaf motioned to convene to Executive session, Shirley Dye seconded the motion which was passed 5/0. Sheila DeSchaaf -yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay.
- The Board convened to Executive session at 12:45 p.m.
- The Board reconvened to Regular session at 1:15 p.m.

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

- A motion was made by Shirley Dye to approve the Executive Meeting minutes of May 14th, 2020 as discussed in executive session. 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. 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 Special Meeting is scheduled for Thursday, June 25th, 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 1:29 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: June 11th, 2020

Approved this 9 Day of July, 2020