

**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, July 9th, 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, Board Member; Jim Muhr, Board Member; Patrick Underwood, Chairman.
- 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 Scott Moody, SmartSystems, Inc.

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 June 11th, 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.
- A motion was made by Sheila DeSchaaf to approve the Executive Meeting Minutes of June 11th, 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 Bill Easton to approve the Special Meeting Minutes of June 25th, 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.

Agenda Item No. 5 – Approval of Check Register

- A motion was made by Sheila DeSchaaf to approve the Check Register for invoices paid from June 11th, 2020 through July 9th, 2020 check numbers 044774 to 044875. 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. 8 – Administration

- **FY 2020-2021 Alliant Liability Insurance-presented by Sarah Kennedy, via Webex** – Sarah Kennedy of Alliant Insurance Services, Inc. presented the District’s Commercial, Crime, Fiduciary Liability, and Workers Compensation Insurance renewal for the fiscal year 2020/2021. No action was taken by the Board.
- **Gila County Treasurer property tax levy update** - Garrett Goldman provided an update to the Board regarding the recently reported challenges the Gila County Treasurer’s Office is having with Special District property tax levies for Fiscal Year 2019/2020. Garrett explained that District Staff is working with Gila County concerning this issue. The NGCSD has received its total property tax levy for Fiscal Year 2019/2020 and is not affected by this situation. District Staff will continue to monitor on a monthly basis. No action was taken by the Board.
- **TOP July 4th, Fireworks, future options due to cancellation of event** - Garrett Goldman provided options to the Board for the Fiscal Year 2019/2020 budget allocation for the TOP July 4th Fireworks, which were

cancelled due to the COVID-19 emergency. A motion was made by Shirley Dye to leave the funds with the TOP as a credit for the TOP July 4th, 2021 Fireworks event. Due to the credit, the Board would like to table the discussion regarding uses of the FY 2020/2021 TOP July 4th Fireworks event budget allocation. Bill Easton seconded the motion, which passed 4/0/1. Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-yay; Sheila DeSchaaf-abstained.

- **NGCSD COVID-19 response, regarding disconnect procedures and late fees** – Garrett Goldman presented billing/delinquent/disconnect notices statistics for the months of February, March, April, May and June 2020. The statistics did not show an appreciable increase in delinquent or disconnect notices during this period. Garrett Goldman requested from the Board to reinstate the late fees stating July 1st, 2020. A motion was made by Jim Muhr to reinstate the late fees effective July 1, 2020. 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. 7 - Operations

- Garrett Goldman presented the June 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.
- The Board convened to Executive session at 1:32 p.m., Jim Muhr was excused from the meeting at 1:34 p.m.
- The Board reconvened Regular session at 1:45 p.m.

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

- A motion was made by Sheila DeSchaaf to increase the base pay for the District Manager by 2.3% for FY 2022/2021 and include a performance bonus of \$15000.00 for the previous year. Bill Easton seconded the motion which passed unanimously 4/0. Sheila DeSchaaf -yay; Shirley Dye-yay; Bill Easton-yay; Patrick Underwood-yay. Jim Muhr was absent.

Agenda Item No. 10 – Announcements

- There was none.

Agenda Item No. 11 – Current Events Presentations

- There was none.

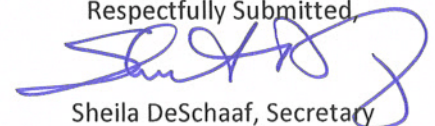
Agenda Item No. 12 – Schedule any Topic or Issue

- The next Regular Meeting is scheduled for Thursday, August 13th, 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 Bill Easton at 1:57 p.m. Sheila DeSchaaf seconded the motion which passed unanimously 4/0. Sheila DeSchaaf -yay; Shirley Dye-yay; Bill Easton-yay; Patrick Underwood-yay.

Respectfully Submitted,



Sheila DeSchaaf, Secretary

Prepared: July 9th, 2020

Approved this 13 Day of August, 2020