

**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, August 8th, 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 12:00 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 and Michell Marinelli, Customer Service Representative.

Agenda Item No. 3 – Call to Public

- There were no public comments.

Mike Harper arrived at 12:04 p.m.

Agenda Item No. 4 – Approval of Minutes

- A motion was made by Sheila DeSchaaf to approve the Regular Meeting Minutes of July 11th, 2019. 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 Bill Easton to approve the Check Register for invoices paid from July 11th, 2019 through August 7th, 2019 check numbers 043668 to 043800. 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 - Operations

- Garrett Goldman presented the June 2019 Operations Report.

Agenda Item No. 7 – Administration

Northern Gila County Fair Sponsorship – Sheila Deschaaf requested the District sponsor a \$200 belt buckle for the Northern Gila County Fair. Jim Muhr stated he thinks it is a great way to create awareness to public of the District. Patrick Underwood stated that he is not comfortable making a decision without having a policy to follow. Jim Muhr requested to have a Sponsorship Policy added to the next meeting’s agenda. A motion was made by Shirley Dye to approve the sponsor of up to \$200 for a belt buckle. Bill Easton seconded the motion which passed 4/1. Sheila Deschaaf-yay; Shirley Dye-yay; Bill Easton-yay; Jim Muhr-yay; Patrick Underwood-nay.

- **FYE 2019 Financial Audit Update** – Garrett Goldman informed the Board the audit generally starts in August, but this year Eide Bailly will be on-site September 16th, 2019. No action was taken by the Board.

- **Pulse Combustion Update** – Garrett Goldman informed the Board Pulse Combustion has responded to our letter. They have refuted the District’s position. Legal counsel sent another letter August 8th, 2019 with response of the detailed requirements. No action was taken by the Board.
- **NGCSD Cell Phone Inventory** – Garrett Goldman provided the Board with an inventory of the District’s cell phones and Bluetooth capabilities. Shirley Dye asked if there are any options to place in the District vehicle’s that are not Bluetooth capable. Garrett Goldman explained the District’s cell phone policy while driving and how it is administered. Staff is looking into modifying the cell phone policy. No action was taken by the Board.
- **District Manager Annual Performance Review** – Garrett Goldman presented the District Manager’s goals for FY 19/20. Sheila Deschaaf stated that she was impressed in the direction the District has been going. No action was taken by the Board.
- **Executive Session Agenda, Minutes, & Notices** – A motion was made by Sheila Deschaaf to move to executive session. 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.

Shirley Dye requested a break at 1:21p.m.

Agenda Item No. 8 – Executive Session

- The Board convened to Executive Session at 1:26 p.m.
- The Board reconvened to Regular Session at 2:12 p.m.

Mike Harper left at 2:13 p.m.

Agenda Item No. 9 – Discussion/Possible Action

- 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 Special Meeting is scheduled for Thursday, September 12th, 2019 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 2:15p.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: August 9th, 2019

Approved this 12 Day of September, 2019