

Mt Lemmon Domestic Water Improvement District
Board Meeting Minutes
Mt Lemmon DWID Administrative Office
12601 N. Sabino Canyon Parkway
Mt. Lemmon, AZ 85619

April 19, 2025

Minutes are subject to board approval at May 17, 2025 Meeting

1. Stu Shacter called the meeting to order at 8:30 am. All board members present - Guest: Michael Stanley, Justin Hafner, Jenni Zimmerman, The Schotter's & John Osborne
2. Call to the public: Schotter's are concerned they were not notified the water lines were frozen & out of service. Nate will contact the billing office to make sure they have their correct contact info
3. Managers Report: See attached from Nate Davis - Guthrie is leaking due to freezing pipes over the winter. They have been looking for the leaks & fixing them as they are found. Weeps were not opened during the winter per Nate because they would drain the tanks
4. Minutes were approved from March 15, 2025
5. Executive Session: Board will meet after this meeting concerning personnel issues
6. Agenda Items:
 - A. Customer, Employee/Board Member Concerns: Grey & Mitch spent 4 hours with Ruben learning the system & got an in depth tour. On the tour they learned of several system leaks & have concerns of hydrants out of service in the village. Grey typed up a list of concerns & went over the top ones with Nate & the board
 - B. District Financial: No issues & financial statements for March were unanimously approved. Grey asked about putting the savings into a money market so it can make better interest, Stu will look into this
 - C. SCADA system & AMI system update: Carter & Loma Linda tank meters still need to be installed. AMI system is working well
 - D. New Tank on Loma Linda Tank Farm: Still waiting on FS to sent someone to come visit the site & approve. The engineers sent a bid for the tank & Guthrie Road project. Stu thought the bid was reasonable
 - E. New Curtailment Policy & Emergency Protocols - The department has an emergency protocol operating plan but it needs updated with the new curtailment plan. The department is due for inspections & will discuss the policy for outages. For curtailment plan stage 2 Stu is recommending everyone gets 2500 gallons a month. Then moving into stage 3 that amount be cut back
 - F. Guthrie Road Project: The engineers came up and quoted 250k for the Guthrie Road project and site work for the new tank on Loma Linda. Stu will ask them to separate the projects for the estimate

G. Searching for new Insurance: Pat Klein has called several carriers. They have a meeting Monday the 21st with a company for them to look at the properties needing insurance. Pat also has calls out to 2 other companies & waiting for a call back

H. Budget for 2025/2026: The board accepted the budget & it will be sent to the county for approval

I. Revised Service Agreement: Fees need to be updated, no updates have been made in 20 years. Dianna has drafted up a new agreement & will email it to all the board members to go over & review. Input from other board members will be discussed at Mays meeting. The board would like to add the curtailment plan to the service agreement packet

J. Employee Work Hours: Grey would like another employee hired, the board agrees. There's many labor projects that can't get done due to lack of help. Moving forward the board agreed Rueben should get a gas card & drive his personal vehicle the mountain instead of carpooling with Nate. Nate will run an ad & start interviewing potential candidates

Meeting over 10:49 a.m. The next meeting is May 17, 2025 @ 8:30 a.m.