

Joseph City Utilities  
Po Box 147  
4504 1<sup>st</sup> North Joseph City, AZ 86032  
Phone: (928)288-3455  
[josephcityutilities@gmail.com](mailto:josephcityutilities@gmail.com)



## **BOARD MEETING MINUTES**

**Meeting Date:** January 28, 2025

**Call to Order:** Joe Zabadal 6:00 PM

**Pledge:** Joe Zabadal

**Prayer:** Rhonda Roberson

**In Attendance: Board members:** Rusty Westover, Joe Zabadal, and Wayne Solomon

**Employees:** Elaina Wagoner and Taylor Wilbanks

**Public:** Rhonda Roberson and Gary Rice

**Call to the Public:** N/A

**Acceptance of the Agenda:** Joe Zabadal makes a motion to accept the agenda, Wayne Solomon seconds the motion. All in favor; Wayne Solomon, Rusty Westover, and Joe Zabadal.

**Acceptance of Last Meeting Minutes:** Wayne Solomon makes a motion to accept the meeting minutes as presented for the regular session held December 10, 2024. Joe Zabadal seconds the motion. All in favor; Wayne Solomon, Rusty Westover, and Joe Zabadal.

**Operations Report: Taylor** Wilbanks reported that on Wednesday January 29th she will be doing an inspection at the Transfer station, anything that LeAnn has not removed herself will go into the garbage, Taylor plans on doing these inspections more often due to the amount of clutter that accumulates behind the compactor gates, brick wall and the office. Taylor Wilbanks reports that the Fire Department was called to the Transfer on January 16, due to a fire in bin #2. The fire department was not able to determine what caused the fire.

Taylor Wilbanks notifies the Board Members that we will begin the south side loop project- We have decided to break it up into different segments to get away from needing an engineer. We have a customer who inquired about water hook up just south of the westover bridge and are willing to help pay a portion of the line extension. The first phase of the project will be installing a tapping sleeve to tee the 8" line into a 6", once we run the 6" line down 3<sup>rd</sup> south we will abandon the 2" that is currently there.

**Financial Manager Report:** Elaina Wagoner presented the profit, and loss reports for the year 2024 alongside the budget. Water saw an increase in revenue due to the increase of number of customer bills being paid throughout the year, compared to 2023. Low precipitation also led to an increase in water usage. Larger expenses for the year in Water that were over budget included: operator substitutes, maintenance/repairs, and tech equipment/fees. Water had a profit for 2024, all profits are transferred into savings accounts for large upcoming projects. Sanitary also saw the same increase in revenue, due to more customer bills being paid throughout the year. Large expenses for Sanitary included the increase in permits and dump transport. Sanitary had a loss for the year. Elaina Wagoner suggested to the board to review and increase rates, especially for Sanitary. She presented to the board what it currently costs to operate the transfer station alone and that the company is collecting significantly less from customer payments. Increased prices from Waste Management being the main factor. The board directed Elaina to present adequate rate increases at the next board meeting.

## **BUSINESS**

**Voting of Board Members:** Rusty Westover makes a motion to nominate Rhonda Roberson and Gary Rice as Board Members. Wayne Solomon seconds the motion. All in favor; Wayne Solomon, Rusty Westover, and Joe Zabadal.

**Oath Of Office:** Rhonda Roberson and Gary Rice recite the Oath of Office.

**Board Officers:** By consensus, Board officers will remain the same.

Board Chairmen- Joe Zabadal

Board Vice President-Rusty Westover

Board Clerk-Rhonda Roberson

**Authorized Bank Signers:** By consensus, the bank signers will remain the same; Rhonda Roberson, Joe Zabadal and Rusty Westover.

**2025 Combined Meeting Schedule:** By consensus, combined meetings will continue to be held on the 4<sup>th</sup> Tuesday at 6pm every month.

**Set a Date for the next Board Meeting:** By consensus, the next Board meeting will be held February 25 @ 6:00pm

**Meeting Adjourned:** By consensus, the meeting is adjourned at 6:37 pm

DRAFT