

Joseph City Utilities
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BOARD MEETING MINUTES

Meeting Date: February 5th, 2024

Call to Order: Joe Zabadal @ 6:02pm

Pledge: Joe Zabadal

Prayer: Gary Rice

In Attendance: Board members: Rhonda Roberson, Wayne Solomon, Rusty Westover, Joe Zabadal, and Gary Rice

Employees: Taylor Wilbanks, Elaina Wagoner, and Herschel Slivers

Public: Rusty Despain

Call to the Public: N/A

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

Acceptance of Last Meeting Minutes: Rhonda Roberson makes a motion to accept the meeting minutes as presented for the regular session held on December 12, 2023. Gary Rice seconds the motion. All in favor; Wayne Solomon, Rhonda Roberson, Rusty Westover, Gary Rice, and Joe Zabadal

Operations Report: Taylor Wilbanks explains that she received a notice from the Navajo County Emergency Preparedness Manager that FEMA had them post our Final Notice that is related to FEMA's compliance with floodplain and wetland Executive Orders. Navajo County must have this posted for 15 days then it puts us into the next stage for this grant. Currently there is nothing she needs to do until this next stage begins.

Herschel Slivers and Taylor Wilbanks have been working on the new Lead and Copper compliance revisions, it is a tedious process as we must obtain records for every property both on our side and the customers, to show we are in compliance by not having any lead and copper pipes. A company reached out that was hired by ADEQ to help us search our records and help us properly organize it. The services are free to us due to the size of our company and community. This first stage of the revision is due by October 2024.

Taylor Wilbanks explains that we received our equipment for meter reads and were able to get it set up and working for our meter reads on February 1st, this took us about 30-40 minutes to read all meters and get them exported into the system.

Taylor Wilbanks notifies the Board that we were given the opportunity to discuss federal grants with other districts in the community. We decided that our biggest project where a grant would be most helpful would be looping in our system, both south and north side. I have a meeting with the coordinator tomorrow to discuss what information is most important to present for these funding opportunities.

Financial Manager Report: Elaina Wagoner presented the profit and loss for December, the profit and loss for all of 2023, and the income and expenses compared to the budgets. Water revenue exceeded the budgeted amount by about \$15,000, Elaina stated that this increase was mostly found in water usage which was most likely due to less precipitation in 2023. A few of the expense accounts that were over budget in Water included contract labor, equipment rental, legal fees, and maintenance and repairs. Payroll came in under budget due to their having only field operators instead of the usual 3 for part of the year. Overall, the Water department had a net income larger than budgeted for due to an increase in revenue and staying under budget and right on budget in most expense categories. The Sanitary district also had a larger net profit than budgeted for. Revenue was right on budget and most expenses were underbudget. Elaina Wagoner will present the 2024 proposed budgets at the February meeting.

BUSINESS

Customer Request- Kaden Westover- Joe Zabadal makes a motion to stay with the precedence that has already been set; the meter will be installed off Porter Avenue. Gary Rice seconds the motion. All in favor; Wayne Solomon, Gary Rice, and Joe Zabadal. Abstain: Rusty Westover and Rhonda Roberson

4642 8th North: This agenda item will be tabled until the following meeting.

Federal Funding Summit (Federal Grants)- This agenda item was to explain the different opportunities for federal grants in our area. On February 27th there is an event in town that Taylor Wilbanks and Herschel Slivers will be attending to present our projects to different granters. Right now, the project we believe would be the most important is looping in our south and North systems together to ensure continuous service for the fire department, schools, and the community. We also are looking into partnering with the Fire Department on the grants, to ensure we include proper fire hydrant placement.

Board Officers- Gary Makes a motion to keep Board officers the same as the previous year.

Board Chairman: Joe Zabadal

Board Vice President: Rusty Westover

Board Clerk: Rhonda Roberson

Wayne Solomon seconds the motion. All in favor; Gary Rice, Rusty Westover, Rhonda Roberson, and Joe Zabadal.

Authorized Bank Signers- By consensus, authorized bank signers will remain the same as 2023; Joe Zabadal, Rusty Westover, Rhonda Roberson, and Elaina Wagoner.

2024 Combined Meeting Schedule- By Consensus the 2024 combined meeting schedule will remain the same as 2023: 4th Tuesday of every month @ 6pm.

Fire Department-Rusty Despain- By consensus, the Fire Department will continue to oversee fire hydrant preventative maintenance, and the Water Company will cover all hydrant repairs. The water company will begin to replace older hydrants, and the fire department will help with the cost of these hydrants.

Rusty Despain asked the Board if they would allow the fire department to expand their transmitter and receiver that is located on our water tank parcel. The Board requested more information about the footprint for the equipment. This item will be tabled until more information is obtained.

Set a Date for the next Board Meeting: By consensus, the next Board meeting will be held Tuesday February 27 @ 6:00pm

Meeting Adjourned: By consensus, the meeting is adjourned at 7:16 pm