

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:** February 28<sup>th</sup>, 2024

**Call to Order:** Rusty Westover @ 6:18pm

**Pledge:** Rusty Westover

**Prayer:** Gary Rice

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

**Employees:** Taylor Wilbanks and Elaina Wagoner

**Public:** N/A

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

**Acceptance of the Agenda:** Rusty Westover makes a motion to accept the agenda, Gary Rice seconds the motion. All in favor; Rhonda Roberson, Wayne Solomon, Rusty Westover, 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 February 5, 2024. Gary Rice seconds the motion. All in favor; Wayne Solomon, Rhonda Roberson, Rusty Westover, and Gary Rice

**Operations Report:** Taylor Wilbanks states that she and Herschel Slivers attended the federal grant event at the elementary school, we were able to connect to a few different granters including EPA, EDA, and the USDA. Next week we will contact these entities and investigate which grants fit our projects best and continue to think about our future projects. We were also in contact with Local First AZ who do grant writing and reviewing for rural entities at zero cost to us, so we will be in contact with them next week as well.

Taylor Wilbanks explains that we had the lead and copper contractors hired by ADEQ come by to look through our documents earlier this afternoon. They were able to find a map from 1970 showing that most of our lines are PVC, this is great news because it is less, we will have to investigate our system to finish our inventory line data before October.

Taylor Wilbanks states that we received three applications. One for Office Substitute, and two for the Field Operator position, and she would like to hire all for as needed substitutes.

**Financial Manager Report:** Elaina Wagoner presented the profit and loss for the month of January. Other than workman's compensation, which is an annual expense, no large expenses occurred in January and both districts had a profit. Elaina Wagoner presented the board with proposed 2024 budgets for both districts. After going over each line item with a few revisions, the board approved the presented proposed budgets.

## **BUSINESS**

**2024 Water District Budget:** Rhonda Roberson makes a motion to accept the 2024 water district budget as presented, Gary Rice seconds the motion. All in favor; Wayne Solomon, Rhonda Roberson, Rusty Westover, and Gary Rice

**2024 Sanitary District Budget:** Rhonda Roberson makes a motion to accept the 2024 sanitary district budget as presented, Gary Rice seconds the motion. All in favor; Wayne Solomon, Rhonda Roberson, Rusty Westover, and Gary Rice

**Insurance Renewal:** Gary Rice makes a motion to accept the 2024 insurance renewal as presented, Rusty Westover seconds the motion. All in favor; Wayne Solomon, Rhonda Roberson, Rusty Westover, and Gary Rice

**Office Substitute and Grant Writer:** By consensus, the Board approves to hire Phyllis Forbudussi as an office substitute and hold off on the grant writer position.

**Fre Department Proposal:** Rhonda Roberson makes a motion to accept the Fire Department proposal with the proposed changes, Rusty Westover seconds the motion. All in favor; Wayne Solomon, Rhonda Roberson, Rusty Westover, and Gary Rice.

**4642 8<sup>th</sup> North:** This agenda item will be tabled until the following meeting.

**Set a Date for the next Board Meeting:** By consensus, the next Board meeting will be held Tuesday March 26, 2024 @ 6:00pm

**Meeting Adjourned:** By consensus, the meeting is adjourned at 7:05 pm