

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday January 21, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Kellen Roberson**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**
5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**
 - A. Regular Session November 19, 2019
7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing

staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- A. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Kellen Roberson, Operations/Project Planner.
- B. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.

8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District

- A. **Discussion and possible action re:** Board Officers
 - 1. Board Chairman
 - 2. Board Vice President
 - 3. Board Clerk
- B. **Discussion and possible action re:** Authorized Bank Signers
- C. **Discussion and possible action re:** 2020 Water District Budget
- D. **Discussion and possible action re:** 2020 Sanitary District Budget
- E. **Discussion and possible action re:** 2020 Combined Meeting Schedule

9. **EXECUTIVE SESSION**

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): N/A

10. **MEETING REVIEW**

11. **SET DATE FOR NEXT MEETING**

12. **AJOURNMENT**

Notice of Meeting (Agenda) dated and posted _____, 2019. At _____, local time by: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday February 25, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
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3. **ROLL CALL OF BOARD MEMBERS – Kellen Roberson**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**
5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**
 - A. Regular Session January 21, 2020
7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- A. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Kellen Roberson, Operations/Project Planner.

B. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.

8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District

A. **Discussion and possible action re:** 2020 Insurance Renewal

B. **Discussion and possible action re:** Equipment Purchases

C. **Discussion and possible action re:** Fire Hydrant Maintenance

D. **Discussion and possible action re:** Smart Meter Project

E. **Discussion and possible action re:** Future Capital Improvement Projects

1. Water District Projects

2. Sanitary District Projects

F. **Discussion and possible action re:** Employment Status

1. Kellen Roberson

G. **Discussion and possible action re:** Job Posting

1. District Manager

9. **EXECUTIVE SESSION**

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

A. **Discussion re:** Employment Status

1. Kellen Roberson

10. **MEETING REVIEW**

11. **SET DATE FOR NEXT MEETING**

12. **AJOURNMENT**

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time by: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday March 24, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

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1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Kellen Roberson**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**
5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**
 - A. Regular Session February 25, 2020
7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- A. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Kellen Roberson, Operations/Project Planner.

B. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.

8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District

A. **Discussion and possible action re:** ACH Bank Drafts

B. **Discussion and possible action re:** Customer Reimbursement

1. 4551 ½ Main Street

C. **Discussion and possible action re:** COVID-19 Protocol

D. **Discussion and possible action re:** Candidate Interviewing Committee

E. **Discussion and possible action re:** Equipment Purchase

F. **Discussion and possible action re:** Capital Improvement Projects

1. Water District Projects

2. Sanitary District Projects

9. **EXECUTIVE SESSION**

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1): N/A

10. **MEETING REVIEW**

11. **SET DATE FOR NEXT MEETING**

12. **AJOURNMENT**

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

Due to a small meeting space we are asking that anyone wishing to attend the meeting call in via conference call at 928-288-3455. Thank you for your understanding.

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday April 28, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

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1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Kellen Roberson**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**
5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**
 - C. Regular Session March 24, 2020
7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Kellen Roberson, Operations/Project Planner.
 - E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
- F. **Discussion and possible action re:** COVID-19 Update
 - G. **Discussion and possible action re:** Notary Public
 - 1. Amber Quiroz
 - H. **Discussion and possible action re:** Operations/Administrative Manger Candidates
 - 1. Alonna Larson
 - 2. Valorie Brooks
 - 3. Telena Begay
 - 4. Taylor Wilbanks
 - I. **Discussion and possible action re:** Employee Reviews
 - 1. LeAnn Baldwin
 - 2. Amber Quiroz
 - 3. Elaina Wagoner
 - 4. Herschel Slivers
 - 5. Albino Quintana
 - 6. Jim Graham
 - 7. Kellen Roberson

9. **EXECUTIVE SESSION**

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- 1. Employee Reviews
 - A. LeAnn Baldwin
 - B. Amber Quiroz
 - C. Elaina Wagoner
 - D. Herschel Slivers
 - E. Albino Quintana
 - F. Jim Graham
 - G. Kellen Roberson

2. Operations/Administrative Manger Candidates
 - A. Alonna Larson
 - B. Valorie Brooks
 - C. Telena Begay
 - D. Taylor Wilbanks

3. MEETING REVIEW

4. SET DATE FOR NEXT MEETING

5. AJOURNMENT

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

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COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday May 26, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Kellen Roberson**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**
5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**
 - C. Regular Session April 28, 2020
7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

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 - E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
- F. **Discussion and possible action re:** Transfer Station Upgrades
 - G. **Discussion and possible action re:** Company Structure
 - H. **Discussion and possible action re:** Bank Signers
 - I. **Discussion and possible action re:** Company Credit Card
 - J. **Discussion and possible action re:** Job Description Update
 - K. **Discussion and possible action re:** Phone Stipend
 - L. **Discussion and possible action re:** Reuse pasture

9. **EXECUTIVE SESSION**

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- 1. Company Structure
- 2. **MEETING REVIEW**
- 3. **SET DATE FOR NEXT MEETING**
- 4. **AJOURNMENT**

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

Due to a small meeting space we are asking that anyone wishing to attend the meeting call in via conference call at 928-288-3455. Thank you for your understanding.

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday June 30, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

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 - A. PLEDGE OF ALLEGIANCE - Volunteer
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3. **ROLL CALL OF BOARD MEMBERS – Kellen Roberson**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**

5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**

C. Regular Session May 26, 2020

7. **REPORTS AND CORRESPONDENCE**

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- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Taylor Wilbanks, Operations Manager

- E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re:** Resignation of Johnny Johnson
 - G. **Discussion and possible action re:** Nomination of Board Member Wayne Solomon
 - H. **Discussion and possible action re:** Reuse pasture
 - I. **Discussion and possible action re:** Transfer Station Upgrades
 - J. **Discussion and possible action re:** Transfer Station hours
 - K. **Discussion and possible action re:** Company structure
 - 1. Kellen Roberson
 - L. **Discussion and possible action re:** RWAAZ Conference

EXECUTIVE SESSION

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- 1. Company Structure
 - a. Kellen Roberson

2. MEETING REVIEW

3. SET DATE FOR NEXT MEETING

4. AJOURNMENT

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

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COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday July 28, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

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 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Taylor Wilbanks**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**

5. **CALL TO THE PUBLIC**

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6. **APPROVAL OF MINUTES**

C. Regular Session June 30, 2020

7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Taylor Wilbanks, Operations Manager

- E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re:** Wayne Solomon Oath of Office
 - G. **Discussion and possible action re:** Transfer Station Upgrades
 - H. **Discussion and possible action re:** Reuse Pasture
 - I. **Discussion and possible action re:** Jetter Repairs

EXECUTIVE SESSION

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- 1. **MEETING REVIEW**
- 2. **SET DATE FOR NEXT MEETING**
- 3. **AJOURNMENT**

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COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday August 25, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

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 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Taylor Wilbanks**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**

5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**

C. Regular Session July 28, 2020

7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Taylor Wilbanks, Operations Manager

- E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re: Clean Yard Incentive**
 1. **8182 Randall Avenue**
 2. **4421 3rd North Avenue**
 3. **4598 3rd North Avenue**
 4. **8155 Westover Street**
 5. **4630 8th North Avenue**
 - G. **Discussion and possible action re: Transfer Station Upgrades**
 - H. **Discussion and possible action re: 90 Day Probationary Review**
 1. **Taylor Wilbanks**

EXECUTIVE SESSION

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

1. **Discussion re: 90 Day Probationary Review**
 - a. Taylor Wilbanks

2. MEETING REVIEW

3. SET DATE FOR NEXT MEETING

4. AJOURNMENT

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

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Due to a small meeting space we are asking that anyone wishing to attend the meeting call in via conference call at 928-288-3455. Thank you for your understanding.

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday September 22, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Taylor Wilbanks**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**

5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**

C. Regular Session August 25, 2020

7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate, or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Taylor Wilbanks, District Manager

- E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re: Clean Yard Incentive**
 - 1. **8182 Randall Avenue**
 - 2. **4421 3rd North Avenue**
 - 3. **4598 3rd North Avenue**
 - 4. **8155 Westover Street**
 - 5. **4630 8th North Avenue**
 - G. **Discussion and possible action re: Transfer Station Hours**
 - H. **Discussion and possible action re: Emergency Transfer Station Substitute**
 - 1. **Karen McCollam**
 - I. **Discussion and possible action re: Approve bid for grading and leveling the Transfer Station**

EXECUTIVE SESSION

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- 1. **MEETING REVIEW**
- 2. **SET DATE FOR NEXT MEETING**
- 3. **AJOURNMENT**

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

Due to a small meeting space we are asking that anyone wishing to attend the meeting call in via conference call at 928-288-3455. Thank you for your understanding.

COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday October 27, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Taylor Wilbanks**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**

5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**

C. Regular Session September 22, 2020

7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate, or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Taylor Wilbanks, District Manager

- E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re: Winter Transfer Station Hours**
 - G. **Discussion and possible action re: Transfer Station Concrete Pads**
 - H. **Discussion and possible action re: Thanksgiving Gift Cards**

EXECUTIVE SESSION

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- 1. **MEETING REVIEW**
- 2. **SET DATE FOR NEXT MEETING**
- 3. **AJOURNMENT**

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

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COMBINED NOTICE OF MEETING

The Board of Directors of the Joseph City Utilities, the **Joseph City Domestic Water Improvement District** and the **Joseph City Sanitary District** will meet jointly in regular session on **Tuesday December 1, 2020 at 6:00 p.m.** The meeting will be held at the Joseph City Utility Office located at 4504 1st North Ave., Joseph City Arizona. The Boards may vote to go into executive session on any agenda item, pursuant to A.R.S. § 38-431.03(A)(3) for legal advice with the District's attorney on matters as set forth in the agenda item. Board Members or other participants may attend by telephonic conference. The following topics, and any variables thereto, will be subject to Board consideration, discussion, approval, or other action. All items are set for possible action.

AGENDA

1. **CALL TO ORDER - President**
2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
 - B. PRAYER - Volunteer
3. **ROLL CALL OF BOARD MEMBERS – Taylor Wilbanks**
 - A. Joseph City Domestic Water Improvement District
 - B. Joseph City Sanitary District
4. **ACCEPTANCE OF THE AGENDA**
5. **CALL TO THE PUBLIC**

Consideration and discussion of comments and complaints from the public. Those wishing to address the Joseph City Domestic Water Improvement District and Joseph City Sanitary District Board need not request permission in advance. Each member of the public will be allotted five minutes to address the Board. The District Boards are not permitted to discuss or take action on any item raised in the call to the public, unless the item is specifically noticed for discussion and legal action. However, individual Board members may be permitted to respond to criticism directed to them. Otherwise, the Board's may direct that staff review the matter or that the matter be placed on a future agenda. The District Boards cannot discuss or take legal action on any issue raised during the Call to the Public due to restrictions of the Open Meeting Law.

6. **APPROVAL OF MINUTES**
 - C. Regular Session October 27, 2020
7. **REPORTS AND CORRESPONDENCE**

The governing body may not propose, discuss, deliberate, or take legal action on this matter unless the specific matter is properly identified on the agenda. Therefore, action taken as a result of the Board's report will be limited to directing staff to study the matter or scheduling the matter for further consideration and decision at a later date.

- D. **District Manager Report** – Report on the general system status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Taylor Wilbanks, District Manager

- E. **Financial Manager Report** – Report on the general financial status of the Joseph City Domestic Water Improvement District and the Joseph City Sanitary District. Presented by Elaina Wagoner, Bookkeeper.
- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re:** Chlorinator Estimates
 - G. **Discussion and possible action re:** Water Pressure on Porter and Surrounding Areas
 - H. **Discussion and possible action re:** Company Structure
 - 1. Kellen Roberson
 - I. **Discussion and possible action re:** Christmas Bonus

EXECUTIVE SESSION

The Joseph City Utilities and either (or both) Districts may vote to go into executive session on the following topics, pursuant to ARS 38-431.03(A)(7)(3): Personnel Matters Pursuant to A.R.S § 38-431.03 (A)(1):

- A. **Discussion re:** Company Structure
 - 1 Kellen Roberson
- B. **Discussion re:** Christmas Bonus
 - 1 LeAnn Baldwin
 - 2 Herschel Slivers
 - 3 Albino Quintana
 - 4 Jim Graham
 - 5 Elaina Wagoner
 - 6 Kellen Roberson
 - 7 Taylor Wilbanks

2. MEETING REVIEW

3. SET DATE FOR NEXT MEETING

4. AJOURNMENT

Notice of Meeting (Agenda) dated and posted _____, 2020. At _____, local time

Posted By: _____

If any disabled person needs any type of accommodation, please notify the Joseph City Domestic Water Improvement District/Joseph City Sanitary District prior to the scheduled meeting time.

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