

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 26, 2021 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 December 1, 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:** Oath of Office
 - 1. Rhonda Roberson
 - 2. Gary Rice
 - G. **Discussion and possible action re:** Board Officers
 - 1. Board Chairman
 - 2. Board Vice President
 - 3. Board Clerk
 - H. **Discussion and possible action re:** Authorized Bank Signers
 - I. **Discussion and possible action re:** 2021 Combined Meeting Schedule
 - J. **Discussion and possible action re:** 2021 Water District Budget
 - K. **Discussion and possible action re:** 2021 Sanitary District Budget

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 _____, 2021. 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 February 23, 2021 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 January 26, 2021

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:** 2021 Insurance Renewal
 - G. **Discussion and possible action re:** 2021 Water District Budget
 - H. **Discussion and possible action re:** 2021 Sanitary District Budget
 - I. **Discussion and possible action re:** Future Capital Improvements Projects

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 _____, 2021. At _____, local time

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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 March 23, 2021 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 February 23, 2021

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:** Customer Request
 - G. **Discussion and possible action re:** South Side Easement Letter Approval

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 _____, 2021. At _____, local 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 April 27, 2021 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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2. **OPENING CEREMONY**
 - A. PLEDGE OF ALLEGIANCE - Volunteer
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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 March 23, 2021
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:** Employee Reviews
 - 1. LeAnn Baldwin
 - 2. Albino Quintana
 - 3. Jim Graham
 - 4. Herschel Slivers
 - 5. Elaina Wagoner
 - 6. 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. Employee Reviews
 - a. Leann Baldwin
 - b. Albino Quintana
 - c. Jim Graham
 - d. Herschel Slivers
 - e. Elaina Wagoner
 - f. Taylor Wilbanks

2. MEETING REVIEW

3. SET DATE FOR NEXT MEETING

4. AJOURNMENT

Notice of Meeting (Agenda) dated and posted _____, 2021. 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 22, 2021, 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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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 April 27, 2021

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, District Manager

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- 8. **BUSINESS Joseph City Utilities**; Joseph City Domestic Water Improvement District; Joseph City Sanitary District
 - F. **Discussion and possible action re:** Weed Control
 - G. **Discussion and possible action re:** FEMA Generator Grant

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 31, 2021, 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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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 June 22, 2021

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:** Customer Request
 - G. **Discussion and possible action re:** Pasture Fence

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**
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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 September 28, 2021, 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 August 31, 2021

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:** 1st North Sewer Smell
 - G. **Discussion and possible action re:** Clean Yard Incentives

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 December 7, 2021, 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 – 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 28, 2021

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:** Love's Tire Shop Sewer Tap
 - G. **Discussion and possible action re:** Capital Improvements
 - H. **Discussion and possible action re:** Christmas Bonuses
 - 1. LeAnn Baldwin
 - 2. Albino Quintana
 - 3. Herschel Slivers
 - 4. Jim Graham
 - 5. Elaina Wagoner
 - 6. 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. **MEETING REVIEW**
- 2. **SET DATE FOR NEXT MEETING**
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