

## Meeting Minutes

Board of Directors of The American Ranch Domestic Water Improvement District  
February 24, 2016 - 10:00 a.m. at  
The American Ranch – Ranch House, 9500 American Ranch Road, Prescott, Arizona

*District Board Meeting Guidelines: The meeting will be held in accordance with A.R.S. Title 38 Open Meeting Laws. Board and attendees participation shall be civil and courteous. Any disruptive behavior could result in removal from the meeting. Comments and questions from the public shall be called upon by the Board Chairman, and shall begin with stating and spelling of the speaker's name and address. All comments and questions shall be directed to the Board Chairperson. Persons with a disability may request a reasonable accommodation such as a sign language interpreter, by contacting Jennifer Bartos, Improvement District Services, Inc. at (928) 443-9484. Requests should be made as early as possible to allow time to arrange the accommodation. Requests for copies of Board Meeting minutes or other District documents, inquiries, or complaints should be submitted in writing to: Improvement District Services, Inc., 1965 Commerce Center Circle, Suite A, Prescott, AZ 86301.*

Call to Order – Larry Schroer, Monte Anderson and Bill Yates present. Jason Gisi absent.

Also present and participating in the meeting were: Jennifer Bartos, District Clerk, Diana King, District Administrator, Improvement District Services Inc.; Bob Hanus, System Operator, Western Environmental Technologies.

1. Discussion and possible action to elect a Chairman and Vice-Chairman.  
Motion: made by Director Schroer to nominate Monte Anderson as Chairman, second by Director Yates.  
Unanimous Approval  
Motion: made by Director Anderson to nominate Bill Yates as Vice-Chairman, second by Director Schroer.  
Unanimous Approval
2. Discussion and possible action regarding currently open and future Board positions.  
Director Schroer said he is selling his house and is submitting his resignation as this will be his last meeting. Chairman Anderson said he will talk with Brent Mathews about taking one of the open positions. Director Schroer suggested Joe Lohmeier.
3. Discussion and possible action regarding the monthly operations report from Bob Hanus of Western Environmental Technologies regarding the operation and maintenance of the water and sewer facilities and status of projects.  
Bob said they are completing the riprap around the well head today. He said backflow testing will begin in March. Bob has the rain gauge installed and will begin recording data in March. It was suggested that the Board consider adopting an Ordinance amendment to require contractors to flush the sewer lines every 30 days during construction.
4. Discussion and possible action regarding properties with private wells and possible adoption of a private well policy.  
Director Yates suggested an executive session with the HOA members. Directors Yates and Anderson will put together notes for a meeting with the HOA. HOA meeting invites should include Stacey Maule, Jason Gisi, and Brad Fain.  
Item tabled to next meeting.
5. Discussion and possible action regarding administrative issues to include:
  - a) Lot Annexations;
  - b) Future Meeting Dates;
  - c) Release of Public Records;
  - d) Consumption Report;

- e) District Financials;
- f) Delinquent Accounts;
- g) Approve meeting minutes of November 11, 2015;  
Motion: made by Director Yates to approve the minutes, second by Director Schroer.  
Unanimous Approval
- h) Approve warrants written in November and December 2015 and January 2016.

Director Schroer left the meeting before all the agenda items were covered, which did not leave a quorum so the meeting was ended. All remaining items will be placed on the next agenda.

**Public Comment Period:** The public will be given the opportunity to comment to the Board of Directors on non-agenda item issues pertaining to the District. This is the time for the public to comment. Members of the Board may not discuss items that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01(G), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism or scheduling the matter for further consideration and decision at a later date. Two minutes will be allowed for each speaker.