

Draft  
Meeting Minutes  
Board of Directors of The American Ranch Domestic Water Improvement District  
August 26, 2016  
9:05 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 – Monte Anderson, Bill Yates, and Cynthia Baker present. Jason Gisi absent.

Also present and participating in the meeting: Jennifer Bartos, Diana King and Dakota King, Improvement District Services, Inc.; Bob Hanus, Western Environmental Technologies; Brent Mathews, property owner.

Jennifer was asked to send an email to the emergency list and get approval to email agendas in the future. Also I.D.S. was asked to include a note on the utility bill to submit email addresses for meeting notification.

1. Discussion and possible action to appoint Brent Mathews to the open position on the Board of Directors.  
Motion: made by Director Yates to appoint Brent Mathews to the open position on the Board of Directors, second by Director Baker.  
Unanimous Approval  
Mr. Mathews signed his Oath of Office and was given a copy of the Open Meeting Laws.
2. Discussion and possible action regarding properties with private wells and possible adoption of a private well policy.  
No action taken.
3. Discussion and possible action regarding the well located on Lot 2.  
Chairman Anderson said that the records show this lot uses 8 times the amount of water than the average home in American Ranch. Chairman Anderson said he received a call from Jennifer saying she was in contact with the new buyer of lot 2. He said the realtor was telling everyone the well can be used for anything. The realtor felt there was an eminent domain issue. Chairman Anderson called Mr. Kaplin and told him the well needs to be metered because that is a requirement contained in the District Ordinance. Mr. Kaplin then said they would talk it over and then later said it was a deal breaker on the house. Then the next call Chairman Anderson got was from Stacey of HOAMCO saying there will be a lawsuit against the water Board for damages to the current owner. Monte called Mr. Kaplin back and said he can use the well without charges for the water for irrigation only and the District must receive a statement that it is not transferable to the next owner. He said Kaplin was happy with that. Stacey wrote the agreement that has been signed with the HOA. Chairman Anderson said that he tried to get ahold of Stacey and Brad Fain but no one would call him back. Director Baker said State law trumps anything within the District. She said that the HOA got a legal opinion that anyone can drill a well and use it for anything. Chairman Anderson suggested sending the agreement to the water attorney and ask him to write a letter to the HOA Board. Director Yates will take the agreement that the HOA signed with lot 2 regarding use of the well. It was suggested to record the ordinance on each property.

4. Discussion and possible action regarding the study on options for the treatment plant. Director Yates told the Board about a study done by Aqua that gave suggestions on the operation of the systems. Bob Hanus will check out a possible option to discharge into the wash.
5. 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, to include:
  - a) Approval of a three-year preventive maintenance contract with A.G.M. Sales & Service, LLC. for generator maintenance, in the amount of \$6,505.23.  
Motion: made by Director Baker to approve the three-year contract with AGM for generator maintenance in the amount of \$6,505.23, second by Director Yates.  
Unanimous Approval
  - b) Turbidity meter repair.  
Motion: made by Director Baker to approve the repair of the turbidity meter at a cost of \$564.18, second by Chairman Anderson.  
Unanimous Approval
6. Discussion and possible action to request the Yavapai County Board of Supervisors cancel the November 2016 election for three positions and appoint Bill Yates and Cynthia Baker to two of those positions.  
Motion: made by Director Baker to approve cancelling the election, second by Director Yates.  
Unanimous Approval
7. Discussion and possible action regarding administrative issues to include:
  - a) Future Meeting Dates to include a public meeting/social in the fall;  
Remove from next agenda
  - b) AR Annual Water Statistics Report;
  - c) District Financials and accounts status;
  - d) Approve meeting minutes of June 6 and July 26, 2016;  
Motion: made by Director Baker to approve the meeting minutes, second by Director Yates.  
Unanimous Approval
  - e) Approve warrants written in June and July, 2016.  
Motion: made by Director Baker to approve the warrants, second by Director Yates.  
Unanimous Approval
8. The Board may vote to convene into executive session pursuant to A.R.S. 38-431.03.03 to discuss legal advice from the District's attorney regarding the use of wells.  
The Board did not convene into executive session.

**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.