

CLAY SPRINGS DOMESTIC WATER IMPROVEMENT DISTRICT

**MINUTES FOR
GOVERNING BOARD MEETING
January 14, 2023 at 7:00 a.m.
Clay Springs Public Library
www.clayspringswater.org**

Call to order: Meeting Convened at 7:00 a.m.

Meeting Chair: Troy Jackson

Meeting Secretary: Bruce Williams

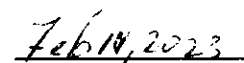
Board Members Present: Bruce Williams, Troy Jackson, Trent Jackson and Charlie Perkins, Raymond Brewer.

1. **Call to order and Invocation:** Raymond
2. **Swearing in of Board Members for January 2023- December 2027:**
Bruce Williams , Charlie Perkins and Trent Jackson were sworn into their board positions.
3. **Reading of minutes of previous meeting- changes and additions:**
Bruce read the minutes for the meeting of December 10th 2022
Trent motioned minutes be approved with no corrections.
Charlie Perkins seconded the motion
The motion passed unanimously.
4. **Discussion and possible action on system operations, maintenance.** (see attached report)

Update on emergency materials from other water system. Awaiting Blake to write up policy?
Troy to setup account for backup to Kepner source, such as Hughes and Central AZ.?
5. **Discussion / Action on current Budget.** Review of expenses see Attached for breakdown.
6. **Call to the Public:** No public Present
7. **Planning of Date & Time for next board meetings:** February 11 at 0700.
8. **Adjournment -8:39 AM**
Benediction - Charlie Perkins

The aforementioned Minutes have been read and approved by the Board of Directors.
CSDWID


Bruce Williams - Secretary


DATED



1/5/23

Members of the CSDWID Board

Please see summary report of work performed in December by MWM in the CS System

- 1 leak this month - Leak 10-2022-5051 Hollyhock
 - Neighbor called in water running out of the box a 5051 Hollyhock. Leak was found to be on a PVC service line 6"-12" outside of the meter box. We were able to shut down the pvc service line valve just before the leak and complete repairs with minimal customers taken out of service.
- Water loss dropped from 28% last month to 18% percent this month. I believe this was in part due to the county reporting 48,000 gal of usage during the billing cycle. 18% is still above our target of 10% or less but in looking at the numbers, the total unaccounted for gallons this month was the lowest on record going back to May of 2021 (records were only compiled to 1 year prior to MWM coming under contract). Due to the decrease in water production during the winter months the water loss as a percentage will always be greater than in the high production months. We will begin sweeping the system for leaks using acoustic leak detection equipment this quarter. Please communicate that any suspicious wet spots should be reported to MWM.
- Bacteria samples were taken and found absent of any contaminants.
- 15 gallons of Chlorine was taken from storage at Well 1 and moved to Well 2 as Kempner has not had a delivery of Chlorine in the past month. We have enough Chlorine on hand at the 3 well sites see us through 6 - 8 weeks without restock. At this time we are not concerned and expect Kempner receive shipment in January.
- Well 2 radio controls continue to operate as planned
 - We have had 3 instances of what we believe to be the reset on the contactor not engaging causing the well not to fire. Likely this has been an issue that was not being noticed since the well never ran prior to new controls being installed. We have contacted Stratton Electric to confirm this part is the issue and make a replacement.
- Stratton Electric installed the new VFD controller at Well 1. Well 1 is now back in operation.
- Meters remain out of stock. We continue to delay replacing last of meters scheduled for replacement until we can procure new stock for inventory.
- 1 customer remains off for non-payment with 2 more disconnects scheduled for 1/6/23.

Mr. Williams asked me to provide a breakdown of expenses in the month of December. I have organized the list by invoice # and dollar amount as follows:

1. **Invoice 1094 - \$1500** - Time and materials for installation of radio controls at well 2 (approved at Oct Meeting)
2. **Invoice 1093 - \$481.25** - Reimbursement of MWM payment to subcontractor Cameron Crandall for rock and dump truck time to deliver to Talc for mainline extension. Included time hauling excess fill and rock from Talc to Well 2 road to

- rectify the washed out portions from this year's monsoons. (\$200 paid for by customer)
- 3 **Invoice 1075 - \$1070** - October-December time working on Preapplication portion of WIFA Service Line Replacement project (Approved at Oct Meeting up to \$2000 in total)
 - 4 **Invoice 1096 - \$347.50** - Labor for repairs on leak 10/2022 at 5051 Hollyhock
December Invoiced Sub Total: \$3398.75
 - 5 **\$2455** - December payment for November monthly operations and maintenance
MWM December Total w/ O&M: \$5853.75

All parts materials for any waterline repairs or new construction were made through Dana Kempner and have a job description in the PO. Additionally in December there should have been a payment of **\$4,492.29** made to Stratton Electric for the VFD control replacement at Well 1.

I would assume that with the November Kempner Account changes (which included Talc Extension) the Stratton Electric charges, MWM's invoices, and other regular operations costs that total cash outflow in December was in excess of \$12,000. Clearly this is in excess of the \$8,000 +/- budgeted monthly to remain break even at year end which is a goal I share with the board. My hope is that any board we work under would not need to ask what charges were for as they would be well aware of the work being performed. As such, if the board deems it necessary, please advise as to how we can improve our communications going forward.

Please let me know if you have any further questions.

Blake Anderson
Mogillon Water Management