

**TRI-CITY REGIONAL SANITARY DISTRICT**

P.O. Box 2198 Claypool, AZ 85532

**REGULAR MEETING MINUTES**

**JANUARY 10, 2022**

**CALL TO ORDER** – President Jacques called the meeting to order at 5:15 p.m. with the Pledge of Allegiance

**ROLL CALL** M.Buzan(Z), C.Farr, R.Jacques, M.A.Moreno, District Counsel Harper, Bond Counsel Stratton, District Engineer Krebs

**CALL TO THE PUBLIC** – Ms.J.Stanneart asked if Bechtel Tract was included with the District since they already had wastewater treatment.

**APPROVAL OF MINUTES OF REGULAR MEETING, 12/15/2021** – Approved 4-0, Moved by C.Farr, seconded by M.Buzan  
**APPROVAL OF MINUTES OF SPECIAL MEETING, 12/22/021** - Approved with corrections 4 – 0 by motion of M.A.Moreno, seconded by R.Jacques.

**FINANCIAL REPORT** – The County reports \$360,622.70 as of December 31, 2021 in the District account.

**PAYMENT OF BILLS** – President Jacques stated that he would entertain a motion on all bills, following itemization, rather than individual motions on each:

**Samuel Accounting - for services in October/November - \$260**

**Ted Thayer = Website services for December, 2021 - \$112.50**

**IBEW 518 Building Corporation – Meetings of 12/22/21 and 01/10/2022 - \$150.00**

**Robert Jacques – Reimbursemt Request, receipts attached - \$88.96**

**Harper Law – General Representation through 01/07/2022 - \$6,679.20**

**Harper Law – Project Representation through 01/07/2022 - \$2,235.10**

Approved for payment in total by motion of M.A.Moreno, seconded by M.Buzan and carried, 4-0

**Miami Gardens De=Annexation Status** – Attorney Harper reported that he had submitted the required documentation to the County Recorder and relevant documents to the AZ Department of Revenue. His anticipation is that the process should be complete by March 1.

**SUBMISSION OF P.A.C.E. Pay Request #3**, dated 11/30/2021, to USDA-RD in the amount of \$198,939.18. President Jacques explained the itemization of this amount. M.A.Moreno moved to submit this application for payment to USDA-RD, seconded by M.Buzan and carried by a vote of 4-0.

**CONSIDERATION OF THE SELECTION OF A FIRM TO CONDUCT TRSD ANNUAL AUDITS and possibly provide TRSD with routine accounting services** – Bond Counsel Stratton noted that he, R. Jacques and M.A.Moreno interviewed representatives of the two firms who responded to the RFQ. Both firms were very well qualified and he stated that TRSD could choose either one, as both are very competent.

M.A.Moreno reported that the HeinfeldMeech impressed her in that it is a small firm and only deals with governmental and special district entities, one of which is Gila County. They could not provide bookkeeping services but could certainly suggest several firms with whom they are familiar who would be able to provide that service.

M.Buzan noted that her interaction at the County was limited but this firm is very timely and responsive.

M.A.Moreno noted that Henry&Horne was quite a large firm with segments devoted to specific audit areas. The two representatives work on government, municipality and special district entities. They could provide bookkeeping services through one of the departments of their firm, not associated with the auditing arm.

By consensus, action will be tabled. R.Jacques, M.A.Moreno and T.Stratton will discuss these applications in more depth and be prepared to make a recommendation to the Board.

**CONSIDERATION OF THE DEVELOPMENT OF A TRSD POLICY** Outlining the requirements of residents with on-site WasteWater Treatment Systems (cess pools/septic systems) to connect to the TRSD System. C.Farr reported that he, R.Jacques, T.Stratton and M.Krebs met and reviewed Policies from several other Sanitary Districts and the committee hopes to have a draft document for Board Review at the next meeting. R.Jacques noted that this activity, well ahead of the need, was stimulated by a call from J.Garrett, Gila Co. Director of Environmental Services, who asked the District to develop a Policy.

**CONSIDERATION OF A CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT AMONG TRSD, ARIZONA WATER CO. AND P.A.C.E.** – M.Krebs reported that he had received the G.I.S. of the location of Water Co pipes. Attorney Harper noted that he had been working with the Water Co. Attorney as information on users water usage was of a confidential nature but will be vital to the District when determining charges. An Agreement should be available by the February meeting.

**RESPONSE TO ‘CALL TO THE PUBLIC’ QUESTIONS REQUESTED BE ADDRESSED AT THE REGULAR MEETING OF 1/10/22**  
Has P.A.C.E. started surveying Phase I yet? – M.Krebs reported the aerials had been completed and surveying on the ground is being carried out. M.Krebs offered to contact the questioner and let him know when the surveyor is on the scene.  
How is TRSD keeping bills separate(d) for Phase I, II, and III? Do they have separate checking accounts?  
Bills from the Administrative (District) Account are tracked by task.  
Accounts have been established at Great Western Bank for deposit of funds from WIFA and USDA-RD so the bills that should be paid from those funds are withdrawn from those accounts, not the District Funds with Gila Co.

#### **EXECUTIVE SESSION**

Not necessary

#### **ITEMS DISCUSSED IN EXECUTIVE SESSION**

None

#### **ANNOUNCEMENTS**

President Jacques reported that Gila Co. Board of Supervisors was to have acted on TRSD’s **Request for an Easement** on January 18. It appears that item may not be on the agenda.

#### **SCHEDULE ANY TOPIC OR ISSUE**

Next Regular Meeting will take place on **February 14, 2022 at 5:15 p.m at the I.B.E.W. Hall.**

#### **ADJOURNMENT**

M.A.Moreno moved the meeting be adjourned at 6:20 p.m., seconded by M.Buzan and carried 4-0