

**TRI-CITY REGIONAL SANITARY DISTRICT**  
**Regular Meeting February 21, 2023**

- Item # 1 President R. Jacques called the meeting to order at 5:15 pm
- Item # 2 R. Jacques led the Pledge of Allegiance
- Item # 3 Roll Call: M. Buzan (Z); C. Farr; R. Jacques; M.A. Moreno; M. Harper, District Counsel (Z);  
 Also: M. Krebs, PE, PACE; T. Stratton, Bond Counsel; L. Valdez (Z); D. Patton, Consultant (Z)  
 Public: H. Farester; T. Werner; J.L. Stanneart; J. Menlove, Co. Mgr. (Z)
- Item # 4 Regular Meeting Minutes of January 17, 2023, were approved by M. Buzan,  
 Seconded by C. Farr - 4-0  
 Executive Session Meeting Minutes of January 17, 2023, were tabled until next meeting
- Item # 5 Financial Report – Gila Co. reports \$434,831.37 in the District Account at the end of  
 January, 2023
- Item # 6 Payment of Bills

<b>Name</b>	<b>Reason</b>	<b>Amount</b>
Robert Jacques	Travel/Expenses	\$425.06
AVIX Accounting, LLC	One-Time Accounting Fees	\$3,525.75
AVIX Accounting, LLC	Recurring Accounting Fees	\$714.50
Harper Law Offices, PC	General Legal	\$2,281.15
Harper Law Offices, PC	Project Legal	\$2,559.55
Harper Law Offices, PC	Rights of Way/Easements Legal	\$3,172.40
Harper Law Offices, PC	Phases II/III Project Legal	\$1,123.60
AZ SilverBelt	Advertising/Legal	\$50.82
Mary Anne Moreno	Postage	\$60.00
IBEW Building Corp.	Room Rental	\$75.00
HeinfeldMeech	Audit Fees	\$2,975.00
Deborah Patton	Outside Contract Services	\$162.50

Approved for payment by motion of M.A. Moreno, seconded by C. Farr, 4-0.

- Item # 7 Consideration of alternatives to allow D. Buzan to maintain his status as a member of the TRSD Board. R. Jacques reported that D. Buzan is working on a major solar project in California and will be unable to attend TRSD meetings until early summer. Several options are available: 1) allow him a leave of absence; 2) allow him to Zoom in although that is problematic due to his shift responsibilities; or, 3) move the meetings to Friday nights, as he is in town on Fridays. M.A. Moreno moved to re-schedule TRSD meeting to the 3<sup>rd</sup> Friday through May, at 7 p.m., seconded by C. Farr and carried, 4-0.
- Item # 8 Review and possible approval of policy which will formalize responses to Public Records Requests from the public. The policy is being developed in accordance with the requirements of A.R.S. Title 39, Sections 121 and 171 as well as other pertinent sections. M. Harper distributed a draft policy which hasn't been reviewed by the TRSD Board. M.A.

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Moreno moved to table action until the March meeting, seconded by C. Farr and carried – 4-0.

- Item # 9            Status of the FY 21 and FY 22 audits being conducted by HeinfeldMeech. Representation letter has been sent, Audit is complete. FY 22 Field Visit is scheduled for February 28 with a goal to complete by March 31.
- Item # 10          Update to the acquisition of the Water Reclamation Facility site. We have a site. Still under a Non-Disclosure Agreement. Awaiting a release of that - hopefully will be able to announce the location at the March meeting.
- Item # 11          Consideration and possible approval of Conflict of Interest Policy. Policy was approved by motion of M.A. Moreno, seconded by M. Buzan, 4-0.
- Item # 12          Update on the 02/14/23 project meeting with Alesia Stanley, RD Deputy State Director and Charlene Fernandez, RD State Director. At office of USDA – C. Fernandez is demanding that staff get out of the office and meet the folks they are working with. TRSD representatives noted they have encountered issues with response times - asked for timely response of communications, timely approvals, assistance with problem solving. C. Fernandez reiterated that she is our QA person – call her. R. Jacques observed that USDA-RD maybe short staffed and overworked but they have the ability to assign other issues. A. Stanley is determined to get people out into the field.
- Item # 13          Update on 02/17/23 meeting/workshop held with USDA-RD and Rural Water Association of Arizona (RWAAZ). The session focused on understanding county wide and local water, wastewater and environmental topics. The status of the TRSD project was a focus of the session. Very productive meeting, drinking water, wastewater standards, reclamation re-use, history, need and demographics were covered.
- Item # 14          Consider PACE Pay Application #17, dated 01/31/23 in the amount of \$81,736.80. Pay application #17 is a portion of Pay Requisition #14 to WIFA. Pay Requisition #14 Totals \$130,318.60. The difference between Pay Requisition #14 and Pay Application #17, \$48,581.80, resulted from a RD decision to move funds billed as Colonia Grant Funds in Pay Requests #12 and #13 to reimbursement by WIFA - \$48,581.80. M.A. Moreno moved approval of this request, seconded by C. Farr and carried, 4-0.
- Item # 15          Response to Call to the Public questions raised at the 01/17/23 Regular Board meeting: Question on the Phase II/III PER/EA Budget – Project came in on budget. Access to records by the public during office hours will be addressed in the proposed Policy. Question on the SAM process – R. Jacques explained that, in order to take advantage of Federal funding, an organization must be registered with S.A.M. and encouraged the public in attendance to Google it for in-depth information on the process. He also noted that Deborah Patton was vital to TRSD being registered.
- Item # 16          Call to the Public -  
Payments for sewer service / assessment (loan) amount?  
Will we know about the facility site at the next meeting?  
Who can stay for Executive Sessions?

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- Item # 17      **Executive Session** – Not needed.
- Item # 18      **Items discussed in Executive Session**
- Item # 19      **Announcements**
- Item # 20      The next **Regular Meeting** will be **Friday, March 17, 2023** at **7:00** pm at the IBEW Hall.
- Item # 21      M.A. Moreno moved to adjourn the meeting at 6:26 p.m., seconded by C. Farr and carried, 4-0.