

**TRI-CITY REGIONAL SANITARY DISTRICT**  
**Regular Board Meeting Minutes**  
**October 16, 2023**

Item # 1 President R. Jacques called the meeting to order at 5:16 pm

Item # 2 R. Jacques led the Pledge of Allegiance

Item # 3 **Roll Call:** C. Asrarynezami; M. Buzan; R. Jacques; M.A. Moreno; M. Harper, District Counsel,  
**Also:** D. Patton, Consultant (Z); L. Valdez (Z)  
**Absent:** C. Farr  
**Public:** H. Farester, M. Warbington, T. Werner

Item # 4 Approval of Special Session Minutes of 8/24/2023, and Regular Session Minutes of 9/26/2023. M. Buzan moved to approve the referenced minutes, seconded by C. Asrarynezami. Carried, 4-0

C. Farr joined the meeting by Zoom at 5:22 p.m.

Item # 5 **Financial Report:** the Gila County Treasurer reported \$444,559.85 as of September 30, 2023

Item # 6 **Payment of Bills:**

Name	Reason	Amount
Robert Jacques	Meetings: Travel/Expenses	\$142.00
AVIX Accounting, LLC	Recurring Accounting Fees	\$1,608.04
Harper Law Offices, PC	Project Legal – balance	\$2,000.00
Harper Law Offices, PC	General Legal	\$3,729.13
Harper Law Offices, PC	Project Legal	\$6,813.10
Harper Law Offices, PC	Rights of Way/Easements Legal	\$2,121.80
Harper Law Offices, PC	Phases II/III Project Legal	\$937.30
Deborah Patton	Outside Contract Services – Consulting, Easement Right of Way Work	\$126.00
IBEW Building Corp.	Room Rental	\$150.00
PACE Engineering	Website Update Fees	\$9,230.00

M.A. Moreno moved to approve payment of these bills and to file them for audit, seconded by C. Asrarynezami. Carried, 5-0.

Item # 7 Response to Call to the Public questions raised at the 08/28/23 Board Meeting:

Does the location of the WRF fall within the TRSD DMA?

It will, the Section 208 Plan is being amended to include the WRF, however there is no requirement that it be within the DMA/

Where is the TRSD Field Office?

The TRSD Field Office is temporarily at Harper Law Offices, PC, in Payson.

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- Item # 8      **TRSD Website:** Update on the status of the newly developed/uploaded TRSD Website: PACE developed and uploaded all information to [www.trsdwastewater.org](http://www.trsdwastewater.org) within the budgeted parameters.
- Item # 9      **TRSD Business Credit Card:** R. Jacques recently opened a Business Credit Card account at First Interstate Bank. This was a necessity due to the need to create and update our own website. A credit card was needed to facilitate that. M. Buzan moved that Robert Jacques (TRSD President) and Mary Anne Moreno (TRSD Secretary) be authorized as signers on the First Interstate Business Credit Card account, seconded by C. Asrarynezami. Carried, 5-0.
- Item # 10     **Procurement of Grant Writing and Lobbyist Services:** TRSD is very weak in this area and will need assistance in both areas. M.A. Moreno moved to begin the process of seeking a grant writer/grant writing service and/or a lobbyist for the District, seconded by C. Farr. Carried, 5-0.
- Item # 11     **Computer Support Service for TRSD –** R. Jacques is requesting permission to obtain IT services for the District. He is planning to purchase new hardware for his own use and for the District. The new computer/hardware will be at R. Jacques’ personal expense. Any computer software and/or updates of software used for TRSD, will be billed to TRSD and will ultimately become the property of the District. Approved by motion of C. Asrarynezami, seconded by M. Buzan. Carried, 5-0.
- Item # 12     **Call to the Public:**
- What is the limit on the Credit Card?** The Board returned to Item #9. R. Jacques stated the limit is \$25,000.00.
- T. Werner again asked about the location of the WRF with respect to the DMA.** The Board returned to Item #7. The 208 Plan Amendment is being amended to include the WRF in the District DMA. However, there is no requirement that it be within the DMA.
- Item # 13     **EXECUTIVE SESSION: None required**
- Item # 14     **Items discussed in Executive Session: None**
- Item # 15     **Announcements:** Many local events on October 21<sup>st</sup>.
- Item # 16     **Schedule any Topic or Issue:** The next Regular Meeting will be Monday, November 20, 2023, at 5:15 p.m. at the IBEW Hall.
- Item # 17     **Adjournment:** M. Buzan moved to adjourn the meeting at 5:44 p.m., seconded by C. Asrarynezami. Carried, 5-0.