Mayer Water District

Regular Board Meeting
Date: July 23, 2025 **Time:** 6:00 p.m.

1.0 MEETING OPENING

1.1 The meeting was called to order at 6:01p.m. by Chair, Kathy King.

1.2 Roll Call:

Board: Kathy King – Present; Keith Francen – Present via Teams; Kevin Jones –Absent; Marty McMains – Present

Staff: Jerry Postema – Present via Teams; Bob Hanus – Present; Carrissa Anderson- Present

1.3 Pledge of Allegiance

1.5 No comments from the Public

2.0 CONSENT AGENDA

Francen moved to accept the consent agenda.

King seconded

Motion Passed 3/0

3.0 ADMINISTRATION/STAFF REPORTS

Postema reported samples were completed. We had 20 ages 2 accounts and 6 aged 3. Anderson continues to work on binders for each District site and records retention and archiving. The two old printers are not eligible for buyback. ARPA Grant is wrapping up by the end of July. Staff is working on Asset Management Program. This will help with Grants and Capital Improvement Plan. District met with ADEQ concerning PFAS. ADEQ took samples and will meet with District once test results are back. All fire hydrants have been fixed and painted. Still on the lookout for a new service truck.

4.0 BUSINESS ACTION AND DISCUSSION ITEMS

4.1 Discussion and possible action on updating cross-connection policy

Postema explained that the current policy does not cover a few important points. Updating the policy will allow transparency with the customers on what to expect and when to expect it. The new policy will cover the fact that the DWID will need access to the customers' property for an inspection and the dates that testing will be completed. Once the policy is approved the application for new customers will include a form for the customer to sign and kept on file. Postema and Anderson will work on writing up the policy so the Board can review and approve.

4.2 Discussion and possible action on operating, capital, loan, and deposit reserves policy

Postema explained that this policy will help the Board spend appropriately. It also helps as members changes, the policy outlines how District monies are spent and on what items.

King moved to accept the operating, capital , loan, deposit and reserve policy.

Francen seconded.

Motion Passed 3/0

4.3 Discussion and possible action on the leak adjustment policy

Postema explained that water leaks can be a financial hardship for customers. It would be good to have a policy in place to help with this unexpected expense. The DWID would forgive a specific amount ie, 50% of bill, or the customer could be charged for all the water but at a lower tier. Postema also noted that home insurance may cover the cause but will not cover a water bill.

Approved by the Board on _____. Signed by _____.

King moved to accept the leak adjustment policy effective August 1, 2025.
McMains seconded the motion.

Motion Passed 3/0

4.4 Discussion and possible action on security for the District Sites and Office

Anderson provided a fence quote that would be performed by current staff. Postema stated we will be getting two more quotes from outside vendors. King wanted to know how long the permit would be good for and if we could complete the work in that timeframe. Anderson was not sure but would reach out to the County for clarification. Francen was concerned how would the DWID pay for the fencing. Francen would prefer to look for a grant or postpone until next year when we could budget for the project. Postema will look into the financing. King stated that we can get quotes, look at financing, and re-visit in August.

4.5 Discussion and possible action on the equipment and procurement policy

King reminded the Board that this was reviewed a few months back, The policy covers how the DWID purchases items as well as scrap materials and how the money is handled. Postema explained that this policy also covers what the DWID needs to complete for Grants as well. The policy also assists the DWID in managing money.

King moved to accept the equipment and procurement policy with changes to add the Mayer DWID information effective August 1, 2025.
Francen second the motion.

Motion Passed 3/0

5.0 ADJOURNMENT

King moved to adjourn. Francen seconded the motion.
Motion Passed 3/0
Meeting adjourned at 6:54 p.m.

Approved by the Board on _____. Signed by _____.