

**NAVAJO DAM DOMESTIC WATER CONSUMERS & MUTUAL SEWAGE WORKS COOPERATIVE, INC.**

Meeting of June 11<sup>th</sup>, 2024, Location: 4B rd. 42670 (records building, next to the plant). Meeting brought to order by: Craig Pilley at 6:01 pm. **Proof of quorum, board members in attendance:** Shelley Karcher, John-Olav Johnsen, Nancy Abercrombie, Madeline Henry. **Staff in attendance:** Teresa Brevik, Garnet Akers. **Association Members in attendance:** Bev Gillespie, Leo Hendricks. **Guests in attendance:** Mike Jones (left early).

**Members or Guests addressing the board: N/A**

**Vote on May 14<sup>th</sup> minutes:**

**On Going Business:**

**Plant Update/Tank Project Update:**

The plant is running well. The MORS were approved by the state. Teresa was hoping to have the big pump getting here. Madeline Henry will call Master Pumps tomorrow and find out an ETA on our big pump. Craig asked if we ordered it from Basin. We ordered it from Master Pumps out of Grapevine, Tx. Teresa asked if we could get a baffle put in to help slow the flow. Craig said that Jay had spoken to him about putting ¼ in Lexan plastic to lay on top of the settlement tank. Craig said that the way that Jay explained it to him made sense. But Craig also told Jay that he will not make an executive decision and it needed to be discussed with the rest of the board.

Terese went on to explain that inside there is what looks like a honeycomb, and it's supposed to attach to that, but when your flows are so high it doesn't give it enough time to do so. When you put that over the inlet it causes short circuiting, and it just goes straight to the top. What ends up happening is we use more chemical to get it out or we end up having more settlement in our tank. The Lexan acts as a cap and slows the flow down so it can them evenly flow out.

Craig asked about how much money we were looking at to get this Lexan?

Teresa said less than \$500 for certain and this can be purchased at Home Depot. It must be made with a food grade oil and not petroleum based. Teresa has already instructed Jay that once she addressed the board to send it to Madi and she'll get it taken care of. Teresea also mentions that the quote she saw Jay look at was around \$260.00.

Teresa said that she sent the RFP to Eric with the State, and he sent some comments back that she is working through. Craig asked if they were major, and Teresa said no they were not.

**A motion was made by: John-Olav Johnsen to approve the purchase of Lexan plastic up to the cost of \$500 if need be. The motion was seconded by Nancy Abercrombie. The vote to approve was unanimous.**

**\*(If the purchase is more than \$500.00 it will have to put to the board for approval via email) \***

**Expense Report: The expense report was emailed to the board and hard copies were offered to the attendees. The motion to approve the expense report was made by Madeline Henry and seconded by John-Olav Johnsen. The vote to approve was unanimous.**

## **Meters:**

Teresa asked if we were having any issues with meters still.

Craig said not that he's aware of. Garnet said that he and Jay checked the meter on 11A rd. 4277 and there is nothing wrong with the meter at all. Because it is a new meter, Garnet was able to see how many gallons of water has run through the meter since the time of installation and it has only run 1,400 gallons. When the accountants claimed that the resident used 14,000 gallons in overages in one particular month. Craig said that we need to give them a rebate or something. Nancy informed the board that she already did give them a credit in the amount of \$131.00.

Garnet asked if it was possible that the accountants get together with Badger and receive training or some sort of trouble shooting, to sort these issues out.

Shelley asked Garnet if they just checked the meter on 11 A rd. 4277 or if they checked all the meters that were charged overages. In May, Jay checked all the meters on the overages list that Madeline Henry provided him with. Neither Jay nor Garnet found anything wrong with any of those meters. Garnet said this is one of several instances since the accountants took over that this has happened. Where the accountant has Garnet and Jay check several meters and there is never any issue or fault at the meter itself. Not including the meter in road 4276 where the end point was placed on the fence.

Nancy said that when we first took over (the accountants) there was an I or a D that had to be corrected on the program itself. They got in contact with the person who wrote the program and managed to straighten that out. When we started having trouble with the meters, Nancy said to call him again.

Garnet also added that there are several on the read that are input as manual reads and not antenna reads as they should be entered. Meaning that they must physically go out and read those meters. Which should not have to be done. He also said that there are several in the system that are old meters that are no longer in the system and need to mark in active. Garnet said that this has been the case since the very first month the accountants took over.

Nancy addressed Madeline Henry and said that she thought this had already been taken care of since February 22. When we had the leak, Madeline called all the residents and there were many that were on the list and have not been residents or property owners for 20 years or more. (in some instances)

Teresa said they need to be put on an inactive list and not removed. She also added that this is not uncommon. She has dealt with the same issue in other systems before.

Teresa said that 9/10 the issue lies within the software that's being used and how it translates and works together with other programs. It's not the meters or the meter reader.

Nancy asked if we need to readjust the "gun" and Teresa said it is the software that needs to be fixed. The tablet that we use to read the meters is only picking up what it is sent from the software

(aka the accountants) The software being used to bill our residents (account edge) and badger/beacon. (the software that reads the meters).

### **New Business:**

**Audit:** Nancy explained that on Monday the 3<sup>rd</sup> of June herself, Stacy (bookkeeper) and Madeline Henry had our exit meeting with the auditor (Lee Baldwin) he went over our findings. As of now there are two. Nancy stated when discussing one of the findings with the auditor and Stacy this is a matter of accrual and the grant monies. We'll most likely be making a separate account ledgers for our grants to help sort out this issue.

**BLM:** Shelley went to BLM and got the lease and all the coordinating documentation. BLM separated the pipeline and the tank property. Craig mentioned that we don't know for sure if we even need more property for the second tank. Per Shelley's understanding it has nothing to do with the pipeline at all, just the tank property since they separated them.

Nancy asked if there is anything in the files that states that we are in the rears with BLM?

Shelley said, no there is not based off the files she pulled from BLM. Shelley asked Nancy and/or Stacy to get a FULL HISTORY of all the payments ever made for the BLM lease.

Nancy said that was not possible, since they switched from the system on the little computer to the new system there are only two (2) recorded payments. One in the amount of \$834.00 and the other in the amount of \$34.00 for the last 3 years. Shelley said that's fine as we have bank records and statements and if BLM is claiming that we are in the rears we need to see and know what we can prove. Craig said he completely agreed with Shelley, we need to know what we can prove, and BLM also needs to bring their proof to the table as well and not just word of mouth that were in the rears.

Nancy said she was told when she went to BLM not to pay them until their new system is up and running. Shelley said that BLM has been "trying" to get that new system up and running for about four years now. Shelley said anything from BLM, or any government agency must be in writing. Shelley also added that until we get things firmed up with Teresas crew handling our tank project, there is no need for anyone to speak with BLM.

**Bev Gillespie:** Asked several questions concerning the talk about a new system being used along with: Where are the hard copies and what is the timeline to translate those to digital copy? Why has it not been done before now? What does the use of a new system have to do with the documents in question?

**Nancy** added that there are 30 years of records that need to be filed and gone through. Because as stated many times prior the records of Navajo Dam Domestic Water consumers have moved from garage to garage over many years. The purpose of the records building is to consolidate all the records and be kept in one place.

### **Leo Hendricks asked why the records from 30 years ago even matter?**

Craig explained that there are a few key issues: Mainly Bill Eaves, when he set up Dam Site, he paid to bore under the road to bring water to the Dam Site. At the time an agreement was made with the

board at the time. Whoever tied into his line, he would be compensated. Bill's issue is he has not been compensated and does not have a contract showing such. We need to file and organize and see what those records hold.

Craig mentioned that when the previous administration resigned there was a multitude of things that came up that we won't get into. But back to Bill Eaves: He offered to turn over his lines to the association which the board declined as it is a liability and basically a private water system.

Nancy said that the biggest problem that she feels we have is that we don't know there's a problem until it arises. Then we're scrambling to fix it. Just like the fact with BLM and we didn't know we had issues with them until we needed the lease and found out we're in the rears.

### **Old Business:**

**Open for discussion-** Leo Hendricks asked if there is a solution for his water when we flush. Teresa said that we will be flushing in a week, possibly two. The tech flushing will notify Madeline when he will be flushing, and Madeline will send out an alert through the website.

Locking the hydrants was briefly mentioned due to a misunderstanding that occurred last week. The board felt that there was no need to lock the hydrants after all. When the techs flush, they are permitted to allow someone to collect that water rather than have all that water but ran out on the ground and go to waist. **BUT** the water needs to be metered and a tech needs to be there while that person collects the water.

**Motion made by Madeline Henry to adjourn the meeting and the motion was seconded by: Shelley Karcher. The vote to adjourn was: Unanimous.**

**Next regular meeting will be held on July 9<sup>th</sup>, 2024, at 6pm. Location: 4B rd. 42670 (records building, next to the water plant).**