

# SAN TAN IRRIGATION DISTRICT

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## MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF THE SAN TAN IRRIGATION DISTRICT MARICOPA COUNTY, ARIZONA February 7, 2023

A meeting of the Board of Directors of the San Tan Irrigation District, Maricopa County, Arizona, was called to order on February 7, 2023 at 6:00 P.M. by Ryan Landrum, President of the Board of Directors.

The meeting was held pursuant to notice posted as required by law at the District office located at 3978 E. Chandler Heights Road, Suite 104, Gilbert, AZ 85298.

Director's present were, Ryan Landrum, and Sandra Smith and Shawn Badger. Also present was Todd Angle, General Manager.

### I. APPROVAL OF MINUTES:

The minutes from the regular meeting held on January 3, 2023 were reviewed. Motion was made by Shawn Badger to approve the January 3, 2023 regular meeting minutes as written. The motion was seconded by Ryan Landrum.

### II. TREASURER'S REPORT:

The following Financial Statements were reviewed:  
Profit and Loss Statement for December 2022 vs December 2021  
Profit and Loss Statement for fiscal YTD vs Prior YTD  
Balance Sheet December 2022  
Approval of the Treasurer's Report December 2022

Sandra motioned to approve the Treasurer's Report, the Balance Sheet and the P & L YTD comparison and P & L current month reports. Ryan seconded the motion.

### I. REPORT FROM GENERAL MANAGER:

Todd reported on the following:

- a. Update on District Projects: TCE vs Easement on Power Road was discussed with the attorney and it was advised to ask for a full easement on any pipeline not in our easement up to our customer's properties. It is understood that a TCE is only a temporary construction easement and does not provide enough protection.

- b. Review of San Tan Employee Holiday Policy: Todd also talked to the attorney about an employee handbook for district employees. It was recommended that because of the size of our company there is no need. Instead, guidelines for vacation and sick, as well as holiday benefits will be reviewed and modified if needed. A new holiday policy was approved.
- c. Re-lining of pipe on Riggs Road: Todd received a proposal/bid to have a section of our pipe that is very old on Riggs Road re-lined. The company would use a push-camera to determine if they could do the job without excavating. If it is determined that they can perform this job, this would be a good "test" area to see if this type of repair would be successful and hold up. The board gave consent for Todd to move forward on this project with financial guidelines.
- d. Chase Bank Signatures: It has been requested that we be able to do in-person business with the bank instead of having an online relationship. Because all signers must be present at the same time, a branch location and a representative will be determined and arrangements will then be made for an appointment.
- e. Fine Policy: The fine policy will stand as written and continue to be enforced to all customers.

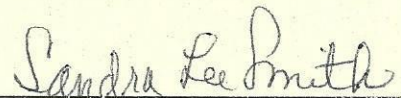
**II. BUSINESS FOR THE BOARD OF DIRECTORS: DISCUSSION AND POSSIBLE ACTION ON THE FOLLOWING:**

- a. Shawn Badger's bond was signed and notarized.
- b. Funds Transfer from Maricopa County Treasurer's Account to San Tan Irrigation's Chase Banking account: The transfer check was drafted and signed by Sandra Smith, district Secretary and Todd Angle, GM.
- c. Update on Yard at 180<sup>th</sup> St. and Chandler Heights: Thoughts were shared about expanding and improving the yard for equipment storage on 180<sup>th</sup> Street and Chandler Heights Road and the possibility of building a new district office. Parking, road access and easements are factors in consideration. Layout and logistics will continue to be discussed before formally moving forward with bids or architects.

**III. PUBLIC COMMENTS:**

**IV. ADJOURNMENT:**

With nothing else brought before the Board at this time Sandra motioned to adjourn the meeting. The motion was seconded by Ryan. The meeting adjourned at 7:22 P.M.



District Secretary