

DRAFT

MINUTES OF THE REGULAR MEETING TOWN COUNCIL WATER AND UTILITIES SUBCOMMITTEE TOWN OF CHINO VALLEY

TUESDAY, JULY 14, 2020
4:00 P.M.

The Town Council Water and Utilities Subcommittee of the Town of Chino Valley convened for a regular meeting in the Council Chambers Conference Room, located at 202 N. State Route 89, Chino Valley, Arizona.

Present: Corey Mendoza, Councilmember; Jack Miller, Councilmember

Absent: Lon Turner, Chair

Staff Present: Cecilia Gritman, Town Manager; Andrew McGuire (remotely), Town Attorney; Frank Marbury, Public Works Director/Town Engineer; Mike Bovee, Utilities Manager; Mark Holmes, Town Water Consultant

1) **CALL TO ORDER**

2) **ROLL CALL**

3) **APPROVAL OF MINUTES**

- a) Consideration and possible action to approve the March 10, 2020, regular meeting minutes.

MOVED by Councilmember Jack Miller, seconded by Councilmember Corey Mendoza to approve the March 10, 2020, regular meeting minutes.

AYE: Councilmember Corey Mendoza, Councilmember Jack Miller

2 - 0 PASSED - Unanimously

4) **ENGINEER'S REPORT**

Lift Station Discharge

- There were two recent discharges at the lift station – overflow of the manhole - due to pump failure at lift station and the plant. One was due to a power outage and the loss of internet causing a loss of communications to the alarm system. The second was because both pumps in the lift station were blocked, by the time they were onsite, it had discharged.
- A remediation company was called to take care of the spill area by putting bleach on it and testing the area. They did six tests with five coming back clean and one with fecal matter

showing. They would retest in October. The company was completing all the necessary forms and reporting procedures required by the state.

- The clogs were due to the wet wipes and gloves people were flushing down the toilet possibly due to pandemic fears.
- The pumps would usually be pulled every nine months to a year, but they had pulled them three times each in one month.
- Staff was continuing to monitor the situation and looking at long term solutions. Staff reviewed a possible filter that could help solve the current issues.
- Pump damage can and had occurred.

5) CALL TO THE PUBLIC

Call to the Public is an opportunity for the public to address the Subcommittee concerning a subject that is not on the agenda. Public comment is encouraged. Individuals are limited to speak for three (3) minutes. The total time for Call to the Public may be up to 15 minutes per meeting. Subcommittee action taken as a result of public comment will be limited to directing staff to study the matter, scheduling the matter for further consideration and decision at a later date, or responding to criticism.

6) OLD BUSINESS

- a) Review and discussion regarding the Fiscal Year 19/20 collection system cleaning.

Mr. Bovee discussed the following:

- Provided a report regarding the system cleaning.
- Used a new system called SLRAP, which was a sewer line rapid assessment tool. It did ultrasonic sound between manholes.
- It determined blockage or resistance between each manhole. The results were graded on a scale of one through ten.
- They came back with a vector truck and cleaned the blocked areas.
- There were about 60 sections that needed to be cleaned, which was a fraction of the system.
- They stayed within their budget and would only need to test approximately every three years, saving the Town money.

- b) Review and discussion regarding the draft septage receiving report.

Mr. Marbury discussed the following:

- In a twenty years timeframe, they determined they could bring it to over \$5 million in revenue from septage receiving.
- The initial cost would be approximately \$3 million for the plant.
- Each load brought in should be inspected before dumping, so those costs needed to be added as well, for an additional \$25,000 per year in labor costs. The inspection process would discover any items that could contaminate the system. Staff believed it could be up to five hours per day for inspection costs.
- Revenue would be approximately \$75,000 per year after all associated costs.
- There was a high risk of problems with the membrane filters, which were close to half a million dollars to replace.
- 10,000 gallons of trucks was approximately five trucks. Growing the plant could overwhelm it.
- An RV dump station was different from what came out of a septic tank. The RV tank had the necessary natural elements needed at the facility.

Discussed future expansion and plant process of the facility.

c) Update and discussion regarding Old Home Manor (OHM) Master Plan.

Mark Holmes discussed the following:

- CivilTech was on track for the project.
- They were currently getting the water demand projections. They were looking at how many acre feet per acre based off historic demands within the Town and other types of facilities. This information would help to figure a good water budget for OHM.
- They wanted to be conservative and overestimate the water budget, so they did not come up short.
- They were close to the previous water budget from a 2007 water design concept at 1,500-acre feet. CivilTech's current number was 1,900-acre fee.
- The end date to have a draft was on track for the end of November.
- He had reviewed everything they had done, and they were doing a great job. He would continue to send information to the Committee for review.
- There would be work meetings for their technical memorandums for each of the four master plans.
- They developed a new hydraulic model for the water, wastewater and reclaimed systems. It looked at required piping sizes, flows, volumes, etc.

d) Update and discussion regarding the utility shop building.

Mr. Marbury discussed the following:

- The rebar reinforcement was in, columns were poured separately, and the footers were poured.
- They were working on electrical and plumbing in bathrooms, the roof was on, insulation was installed. They did not think the delivery of the fixtures was delayed. They were on schedule for a Labor Day completion.
- Septic was still ongoing, and they were trying to get it approved with the County. They were unclear if the existing system needed to be modified.
- The water meter would be installed in the bathrooms within days.

7) NEW BUSINESS

a) Consideration and discussion regarding future agenda items and setting next meeting date.

Committee members and staff discussed the following:

- There may be updates and information for the OHM by August. Mr. Holmes would find out more information.
- Potential capital projects that were currently on hold and if there was funding for expansion projects. The committee did not believe there were any utility projects to discuss.

b) An executive session pursuant to A.R.S. § 38-431.03 (A)(4) for discussion or consultation with the Town Attorney in order to consider the Subcommittee's position and instruct the Town Attorney regarding the Subcommittee's position regarding (i) non-disclosure agreements for proprietary information and (ii) development agreements that will be the subject of negotiations for various properties in the Town. (Frank Marbury, Public Works Director/Town Engineer)

8) ADJOURNMENT

MOVED by Councilmember Corey Mendoza, seconded by Councilmember Jack Miller to adjourn the regular meeting at 4:10 p.m.

AYE: Councilmember Corey Mendoza, Councilmember Jack Miller
2 - 0 PASSED - Unanimously

Submitted: July 23, 2020.

By: *Erin Deskins, Deputy Town Clerk*

Approved: MONTH DAY, 2020.