



SAN SIMON WATER IMPROVEMENT DISTRICT

November 16, 2023, 9:00 a.m. at SSWID Office

Robert C. Fickett, Clarence Hooker, Riley Oliver

Meeting Minutes

I. Call to order

Chuck Fickett called the meeting to order at 9:00 a.m. Riley Oliver was absent from the meeting. Clarence Hooker and Chuck Fickett met the quorum for the meeting. Also in attendance was Julia Ann Johnson.

II. Approval of meeting agenda:

Chuck Fickett moved to approve the meeting agenda provided for November 16, 2023. Clarence Hooker seconded the motion. Motion passed with unanimous ayes.

III. Approval of minutes from last meeting (09/14/2023)

Clarence Hooker moved to approve the minutes from September 14, 2023's meeting. Chuck Fickett seconded the motion. Motion passed with unanimous ayes.

IV. Financial Report (Discussion, Action)

The financial report was distributed to the SSWID Board members. (see attached documents) Clarence Hooker moved to accept the financial report as provided. Chuck Fickett seconded the motion. Motion passed with unanimous ayes.

V. Old Business (Discussion, Possible Action)


A. \$250,000.00 Grant Business-Chuck Fickett

UPDATES: Two submissions for grant checks for NES have been submitted. SSWID is awaiting NES to provide us with any updates. A \$714.00 warrant was issued for an extension of ADEQ permits. The warrant was returned uncashed, and the bill was paid by NCS.

B. USDA 1.6 million Dollar Grant -Chuck Fickett

Extension of this grant upon WIFA completion.



- 
- C. WIFA Water Conservation Grant- SSWID is under Review in Round 4 for \$100,000.00 to upgrade our meters to AMI and improve our water loss rates. SSWID also applied to be considered in Round 6 (six) if Round 4 (four) is not granted. Round 6 (six) is the final round for these funds. \$75,000.00 is the grant amount and SSWID has indicated the \$25,000.00 in kind for this grant to be in compliance with stipulation of grantee (SSWID) giving $\frac{1}{4}$ of the total grant amount.**
 - D. Revision of our Operating Rules- (Specifically dealing with Delinquent accounts) A revision of the policy will be sent out in the November billing. The policy will state on the 10th of the following month that a bill is delinquent, the customer is subject to disconnection on the following Tuesday. Also, if financial issues arise payment arrangements may be made but must be approved by SSWID. Clarence Hooker moved to proceed with this policy and Chuck Fickett seconded the motion. The motion passed. The rest of the Operating Rules are still being reviewed for presentation.**

VI. New Business:

- A. Streamline Website Development: Streamline is a business that develops websites for special districts and keeps them in compliance with ADA standards and other relevant matters that concern Special Districts. The website will cost \$1,080.00 yearly. It is very user friendly and when Cochise County grants permission to take payments over a website we can incorporate this into the website. Chuck Fickett moved to proceed with this company for the development of our website. Clarence Hooker seconded the motion. Motion passed with unanimous ayes.**
- B. Special District Symposium in Prescott, Arizona: Chuck Fickett attended this conference which was offered to all Arizona special Districts. There were several interesting presentations but one for Grant Writing was going to be sent to SSWID for use by Special Districts in applying for Grants.**
- C. Holiday Closures: SSWID will be closed the following days: November 23rd, 2023, Thanksgiving, December 26th for the Christmas holiday, and Tuesday January 2, 2024. These will all be posted.**
- D. Late Paying Customers: Old Business Section V. Part D. addresses this. However, in simplified version. Bills are due on the 10th of each month. Delinquent on the 20th. When bills are issued Delinquent amounts will be highlighted. If not paid by the 10th of the following month, disconnect will occur on the following Tuesday.**

VII. Call to the Public: None





VIII.Calendar: Next meeting will be on Thursday January 11th, 2023, at 9:00 a.m. SSWID Office.

IX.Adjournment: Chuck Fickett adjourned the meeting at 10:20 a.m.

