

**MINUTES OF REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
OF THE  
WHITE MOUNTAIN SUMMER HOMES  
WATER IMPROVEMENT DISTRICT**

**August 16, 2024**

A regular meeting of the Board of Directors of the White Mountain Summer Home Water Improvement District of Navajo County, Arizona was held on Friday **August 16, 2024** in the Maintenance Building located at 2950 Aspen Loop in the White Mountain Summer Home Subdivision, Pinetop, Arizona. **Vice Chairman Pace** called the meeting to order at **7:45 AM** and upon roll call the following Directors/Guests were present:

M. Pace, Vice Chairman  
J. Suft, Treasurer  
G. Koether, Secretary  
M. Lacey  
T. Strasburg  
L. Fischer  
T. Deming, Operations Manager  
R. Thompson Office Manager

**Approval of Minutes**

**Vice Chairman Pace** called the meeting to order with a quorum and asked if there were questions or comments before approving the minutes from **July 19, 2024**. Director Lacey made the motion and a second by Director Suft. Motion carries.

**Operations Report**

Operations Manager Deming reported the water system is doing well. There were two minor leaks in July: on Fern and on Aspen. They were reflected in the water loss, which is up around 5.3% for the month of July.

Deming had bad news to report: the recent work that was done on well 4 was damaged by lightening, a couple weeks ago. The drive that was just installed was destroyed. It did not have protection. It was recommended to add a surge protector and a filter that will save our pump if a similar situation occurs again. The pump was tested and is fine. There are no surge protectors on any of our wells. Operations Manager Deming is working on getting estimates for surge protection for all of the wells, filters for the pump and a new controller, including installation. It will be available by the next meeting.

We have been using the shallow wells with all of the rain, which helps keep the cost down.

**Financial/Treasurers Report**

Director Suft reviewed the P & L July. With this being the first month of the new budget year, we are looking good. In most cases, we are better than budget.

**Office Management**

Office Manager Thompson announced the receivables are very good. People are paying in a timely manner. The security part of our application for e-commerce with the new software has finally been approved. We are just waiting for them to complete the set up.

There were a couple of items to be followed up on from the last meeting. First, the insurance payment from the accident involving Waste Management had been coded incorrectly, reflected on year-end financials. It has been updated and now balances. Second, according to our rules, the timeframe that allows us to turn off homeowner water for nonpayment is just 30 days after notification in writing.

Contact was made with Chuck Jackman, who is over \$4,500 delinquent. He accepted responsibility and ownership of the property on Strawberry Hill Rd., Lot 406. Director Suft made a motion to file a lien against the owner of Lot 406. Director Koether seconded the motion. Motion carries.

The other delinquent property of Leah Smith, who after looking into, sold the property back in September of 2021 after tearing the cabin from the lot. It is currently a vacant lot, owned by Shawna Chapman, who hasn't received statements. Director Lacey explained the monthly fee is for this company to provide water service to the lot. So they are paying for water service when they decide to rebuild. The water is available so they don't have to pay anything else to establish that service. Since Ms. Chapman has never received billing nor has she filled out the paperwork, it was decided to write the entire past due, off. Additionally contact is to be made to inform her of policy and the account will be reactivated for monthly billing of the base rate, minimum. She needs to complete the application and service is established right away. The notification will need to be sent by certified mail.

The final issue to follow up on was is late fees. Our rules and policies do not mention specific information about late fees. Although the statements generated by our new software indicate a late fee if paid after 2 weeks, we have not been applying late fees. Vice Chairman Pace interjected that we need late fees. Once all of the new features of autopay and e-billing are established we need to send communication to homeowners that late fees will be effective as of a specific date. Once we get the system up and running we will address the late fees and what we should charge.

### **New Business**

No new business.

### **Old Business**

No old business.

### **Executive Session**

No Executive Session was held.

### **Call to Public**

No comments from the public.

### **Announcements**

Unless otherwise directed the next meeting will be Friday, **September 20, at 8:00 AM** in the Water District Office located at 2950 Aspen Loop.

There being no further business to come before the board, Chairman Ladigo called for an adjournment of the meeting. Meeting adjourned at **8:22 AM**.

Respectfully Submitted,  
Robin Thompson