



VILLA GRANDE

DOMESTIC WATER IMPROVEMENT DISTRICT

Minutes

September 7, 2016
Regular Meeting

Call to Order: Allen Grant called the meeting to order at 7:01 pm.

Directors Roll Call: Present were Ray Roerdink, Cauy Washburn, Mirando Ketner and Allen Grant. Bernie Vargas was absent.

Discussion/Action Minutes: Minutes from August 3, 2016. A motion was made by Ray Roerdink to approve the minutes for August 3, 2016 as written and seconded by Mirando Ketner. Vote unanimous 4-0. Motion carried.

Call to the Audience: No one made a request to address the board.

Discussion/Action: Well Site Security Update: Joni Roerdink mailed a letter to Mr. and Mrs. Shamp and has not yet heard back from them. She will try and contact again. Ray Roerdink recommended if we have not heard back from Mr. or Mrs. Shamp regarding the fencing of their lots before the October 2016 board meeting, the Board proceed with the fencing project modified for the property owned by VGDWID only. Cauy Washburn stated the cost would be approximately \$1.80 per foot.

Discussion/Action: Generator Maintenance Update: Terry Eickstaedt checked the generator on 9.7.16. He checked all the fluid levels and everything was running well. There is still about 5/8 tank of fuel. There were 248.7 hours on the generator. Terry Eickstaedt stated that he had also checked the alternator and the reading is where it should be. Ray Roerdink contacted Loftin after speaking with Kohler regarding any State requirements regarding Load Bank testing. Ray received an email from Pat Patterson at Loftin stating that there is no requirement for our facility to complete Load Bank testing. Loftin is the company that installed our generator. Mr. Patterson's email went on to describe the purpose of the Load Bank testing. The Board has tabled the discussion regarding the Load Bank testing at this time. The Board did not feel it necessary to continue the discussion of the Load Bank test quoted by Gen-Tech because it is not required by the State to be in compliance. The Gen-Tech quote was not requested by VGDWID.

Discussion/Action: ADEQ Action Level Exceedance for Lead. Bernie Vargas' home was re-tested for the exceedance of lead. Two tests were taken, one inside the house and the other outside the house. The test results came back as .0013 and .0023, both below the maximum level. Cauy Washburn had contacted the lab that he works with and the lab told him contaminants could have gotten in the sample depending upon where the sample was taken. Joni Roerdink contacted Bernie Vargas and asked where he took the sample. It was taken from outside at a tap rarely used and had a hose connected to it. Joni asked if the Board thought that we should contact ADEQ about the new test results. With the re-test we are now in compliance. Ray Roerdink stated that if Joni would gather all the data regarding the test dates, results and re-test, he would prepare a letter to Mr. Jon Fiegen if the board agreed. Allen Grant recommended that since three of the four board members agree, the letter should be written as follow-up to Mr. Fiegen informing him of the new test results.

Discussion/Action: Well #1 Video Scan. Joni Roerdink has not been able to meet with Danny Baeza to try and get the additional information requested by Jack at Coolidge Engine and Pump. Jack asked for specific

additional information. Joni provided a copy of the driller's well report for the board to review and additional leads for other companies that could provide quotes. Danny Baeza stated that he has no records of where the pump was set. Cauy Washburn stated the VGDWID should have a well log of when the well was originally drilled with all that information and another log of when it was drilled to a depth of 1,000 feet. The log should also state the footage of screen or slotted pipe. We have no records with that information per Danny. Cauy confirmed that the reason for the additional information requested by Jack is to provide a lower quote if possible. VGDWID will need the pump pulled and records kept to gather this information. At this point, VGDWID has no additional information available that we can provide. Joni can email the driller's report to Jack to see if it contains any additional information he can use. It was directed that Joni send the driller's report from ADWR along with the request for additional quotes to two additional companies.

Discussion/Action: Well #2. The Nitrate test came back at 9.4, which is down from 9.6 in August. Danny Baeza stated Well #2 is running normally and he has had no additional problems. Cauy mentioned to Danny that he had been doing some work at the well and took some water out and there seemed to be an unusually high amount of sand. Danny stated that there was a sand separator but he would check it. Cauy also noticed that the two booster pumps are not running the same amount of time. One had over 800 hours where the second one only had about 300 hours on it. Danny is to make notes as to the discrepancy of why we have the difference. Cauy also brought up the exposed piping at the booster pumps. Danny mentioned that initially the discussion was to re-do the entire booster pump and piping. It will be necessary to look for grant money for this project. When we can obtain grant money, we should also have larger pumps that will allow us to use our hydrants due to more pressure. As a Board, the directors would like to create a scope of work for Danny since we currently don't have one in place. At that point, the Board may be able to re-distribute the workload for Danny to handle other projects and board members could handle the smaller jobs.

Discussion/Action: ADEQ Consent Order Status and Compliance Reports. Joni Roerdink stated all compliance reports have been submitted timely. The monthly progress letter was also submitted. Joni Roerdink mentioned that since the meeting with ADEQ, it has been eleven months that we have been submitting the monthly progress reports. It was never stated by ADEQ how long the progress letters were to continue. According to Danny Baeza, it must be done for one year after being in compliance and at that time a form must be completed for a waiver. Joni thought it was December 2015 when we started using Well #2 exclusively. We have been in compliance since that time. Joni will review to confirm the compliance date. We will have to wait until after January 1, 2017 before we meet the one-year requirement. The Board will address the issue at that time.

Discussion/Action: Website Update. The website was published. Joni Roerdink has loaded all of the 2016 forms and documents but it is only allowing one form to be accessed. Joni has had a couple of other issues but will continue working on getting the site working.

Discussion/Action: Managers Report. Joni Roerdink reported that she had 25 past due notices sent out on September 6, 2016. The dollar amount past due is approximately \$2000 in delinquent accounts. VGDWID had one disconnect for non-payment and the customer was charged the \$35.00 re-connect fee. There were two broken meters that were replaced during August. The meter on Appaloosa that was driven over was replaced and the customer was notified by phone and by written letter the water company had replaced the meter and the box at no cost to the customer. Going forward any further damage to the meter would be charged to the customer for time and materials.

Discussion/Action: Equipment & Site Report/Lab Tests. No issues with the booster pumps. Danny Baeza just took the sample for the Annual Disinfectant By Product and delivered to the lab. The lab results just came in and were submitted to ADEQ. Danny Baeza will be pulling the Nitrate and Coliform samples on 9.8.16. Danny used the test kit to sample the Nitrates on Well #2. Miranda Ketner mentioned the results are vague with the type of test kit used. The results from Turner Labs were 9.4. The test kit Danny used came back with

the result 10> and <25. Danny mentioned that a representative from Hach Company that will be here the first of October. They sell kits for testing Nitrates. Danny will meet with the representative and see if they have any suggestions. Danny felt that maybe he wasn't doing the test correctly because his results were much higher on his tests than what it should be. Cauy Washburn mentioned that a water customer on Mustang had told him occasionally he smells a strong chlorine smell in his water. Cauy mentioned that he had never smelled the chlorine at his home on Mustang. Danny stated that when a customer smells chlorine, it is generally an indicator the chlorine is running out and needs more. He also mentioned that there is usually a dead end somewhere. He may need to do some more flushing as well. Danny will check into it.

Discussion/Action: Meters/Installation/Reinstallations/Leaks/Repairs. Two meters were replaced last month. A meter and meter box were replaced on Appaloosa and another meter replaced on Colt. Ray Roerdink checked the replacements off the checklist that he and Allen had prepared for meters and/or boxes that need repairs or replacements. Danny Baeza has been purchasing Census meters from Dana Kepner since we already have an account with them. The board would like to check into costs of meters and have about six meters in stock and locked up. We are looking to reduce some of our costs of meters, boxes, etc. If the specs can be provided to Joni, she can do the research into costs, freight, etc. with multiple vendors. Ray Roerdink and Allen Grant reviewed all customers' meters and meter boxes. A list was prepared showing boxes and/or meters that need repair or replacement and the priority of each from minor leaks to immediate or urgent repairs. It was suggested to get a little larger box to save time when replacing the meter. Currently, more time is spent because the operator has to dig the box up as well because it is too small to work in. Danny and Cauy need to determine the box size that we need to order. The other board members aren't as familiar with the size or durability of boxes as Danny and Cauy. Danny Baeza mentioned that where the customer has two boxes, the second box generally belongs to the water customer for the back flow. According to Danny, after the customer takes possession of the property the second box, containing the check valve, becomes the property of the homeowner. Ray Roerdink suggested that with all new meter installations, Danny also installs a ball valve on the homeowner's side so the water can be shut off at the ball valve instead of our meter. This would assist in temporary turn on or disconnect when the water customer is not at home or Danny is not immediately available. Currently someone has to be home to confirm no water is on in the house. Many of the valves at the hose bib are broken and the water can only be shut off at the valve owned by VGDWID. Ray Roerdink made a motion that all new installations or repaired installations for the meter to include the installation of the ball valve on the customer's side of the meter. The motion was seconded by Mirando Ketner. Vote unanimous 4-0. Motion carried. Allen Grant wanted to comment that some of the meter boxes were so full of dirt the meter couldn't be locked if needed. In some cases the meter boxes were covered with bushes making it difficult to read the meters. Allen suggested board members volunteer to help clean boxes out or trim back bushes.

Discussion/Action: New Water Line Installation. Ray Roerdink checked into the possibility of access to getting a trencher. He does not have access. VGDWID will have to rent one. Cauy Washburn asked if anyone on the board or in attendance knew about the original agreement that was made before the canal went in. No one in attendance could answer the question. It is unknown when the agreement was originated or the terms of the agreement. Joni Roerdink was directed to get quotes for the rental of a trencher. She was also asked to check and see if there are any ads for trenching services in the services section of the paper and/or Craigslist. Danny Baeza will get the size of the current line on 9.10.16 and forward the information to Joni Roerdink. Joni will then provide the size to Cauy Washburn. He will then get the cost of materials and the time frame for the getting the materials in since it may take a couple of weeks to order the black PE line and the fittings.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board had reviewed the Expenditures and Purchases for the month. Ray Roerdink made a motion to approve and ratify the expenditures and purchases as written. Mirando Ketner seconded the motion. Vote unanimous 4-0. Motion carried.

Adjournment: The Agenda being completed, Allen Grant adjourned the meeting at 8:45 pm.

Date _____

Bernie Vargas, Chairman

Cauy Washburn, Director

Allen Grant, Vice Chairman

Mirando Ketner, Director

Raymond Roerdink, Director