



VILLA GRANDE

Domestic Water Improvement District

Note: All meeting minutes are posted for informational purposes only. The board of directors does not ratify meeting minutes until the next scheduled board meeting.

Minutes

June 12, 2019

Special Meeting

Call to Order: Bernie Vargas called the meeting to order at 7:04 pm.

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

Open Hearing for Proposed Rates for Fiscal Year 2019/2020 and Proposed Budget for Fiscal Year 2019/2020.

Audience Discussion: Proposed Rates for Fiscal Year 2019/2020. No Audience in attendance. No discussion from the audience

Audience Discussion: Proposed Budget for Fiscal Year 2019/2020. No Audience in attendance. No discussion from the audience.

Close Hearing.

Call to the Audience: None present.

Discussion/Action: Proposed Rates July 1, 2019 through June 30, 2020. A motion was made by Terry Eickstaedt to approve the Proposed Rates July 1, 2019 through June 30, 2020 as written and posted under Legal Notices on 6/1/19 and 6/8/19 and seconded by Allen Grant. Vote unanimous 4-0. Motion Carried.

Discussion/Action: Proposed Budget July 1, 2019 through June 30, 2020. A motion was made by Terry Eickstaedt to approve the Proposed Budget July 1, 2019 through June 30, 2020 as written and posted under Legal Notices on 6/1/19 and 6/8/19 and seconded by Cauy Washburn. Vote unanimous 4-0. Motion Carried.

Adjournment: The Agenda being completed, Bernie Vargas adjourned the special meeting at 7:06 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt



VILLA GRANDE

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Minutes

June 12, 2019 • Regular Meeting

Call to Order: Bernie Vargas called the meeting to order at 7:08 pm

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

Discussion/Action Minutes: Minutes from May 1, 2019 and May 29, 2019. A motion was made by Cauy Washburn to approve and ratify the minutes for the 5/1/19 Regular Meeting and 5/29/19 Emergency Meeting as written and seconded by Allen Grant. Vote unanimous 4-0. Motion carried.

Call to the audience: None present to address the board.

Discussion/Action: ADEQ. Joni Roerdink heard back from David Burchard regarding the Source Water Protection Plan (SWP). He had been on vacation but he does have the final draft of the FAQ Sheet the directors requested at the last meeting. David just submitted the final draft to his communication team for approval and he hopes it will be completed by July 1, 2019. If Joni receives it before the next billing, she will include it with the water bill and post it on the website.

The WIFA board meeting is on 6/19/19 at 1:30 pm and WIFA called Joni and asked her to attend just in case the board has any questions. WIFA has called several times during the past couple of weeks with additional questions that Joni was able to provide answers to. Joni has also been working with Henry and Horne to update the asset list. Henry and Horne will update the final asset list so it will be reflected on our financial statements. We have not had that information before. Joni provided information showing more than \$1,000,000 in assets. Joni had also discovered in addition to the USDA loan, VGDWID had received over \$500,000 in grants from USDA. That is how the assets were paid for. Joni had contacted USDA requesting signed copies of not only the loan documents but also requested any information regarding any grants VGDWID had received from USDA. That does not include any other grants received from other sources. WIFA commented that having the assets reflected in the financials, VGDWID would look much better on paper. By law, the annual reviews prepared for Pinal County each year must be reported on a cash basis but the financials reported to USDA and WIFA must be reported on an accrual basis, which will include the assets. Our insurance rates will increase due to the increased assets. To date, the insurance doesn't cover all of our assets.

Discussion/Action: Well #1. Jack is currently out of town and will be back on 6/13/19. He provided Joni Roerdink with an email regarding issues that he has had within the water district. He had problems with the flow meter on well #1 again. They have cleaned it several times but it continues to stop working. We did order another one and it should be here in about three weeks.

Discussion/Action: Well #2. Jack mentioned that he had not had any issues with well #2. Allen Grant asked if Jack thought there might be a problem with the meter on well #2. Jack had mentioned to Joni Roerdink that he suspects there might be an issue. Jack had mentioned we might want to get a new meter for well #2 but he may be able to rebuild it with parts from the old meter. The meter on well #2 is working but that may explain why it appears we are pumping less than previously. If we are approved for funding for the nitrate treatment system, it was suggested that we try to get a grant if necessary to rehab well #2.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt checked the generator on 6/12/19. It had 337.6 hours and all fluids looked good. Oil pressure is good. Joni Roerdink asked if Terry had noticed any bees. Terry stated that he had looked but didn't see any bees.

Discussion/Action: Managers Report. Joni Roerdink reported the following:

- Water bills and final notices were sent out on 6/1/19.
- Disconnects are scheduled for 6/10/19. There were three customers disconnected for non-payment. The delinquent amount was \$1,767. There were 25 customers that were late.
- The alarm notification system has been installed. Jack, Chris and Joni were running tests on the alarm notification system to confirm it worked. Jack is listed as the first point of contact, Chris is second and Joni is third. It is set up that if Jack doesn't answer it will rollover to Chris. If Chris doesn't answer, it will rollover to Joni. It is rolling over as designed. It also sends a text message and an email each time it calls. The system also sends a report for the entire week each Monday morning at 5:00 am. Jack set the system to set off an alarm when the water level reaches the trigger point so we will advance notice the tanks aren't filling as they should. Jack can log into the system and review the issue before he ever comes out to the site. Jack will also be training both Chris and Joni how to login and review the issues.
- Joni Roerdink prepared the Annual Pinal County Resolution, which is required each year authorizing the signers on the account, authorizes the warrants, lists the external bank account for accepting credit cards and authorizes the county to invest our funds in interest bearing accounts. A resolution is required to adopt the Pinal County Resolution and must be signed by the directors.
 - A motion was made by Terry Eickstaedt to approve and ratify the Annual Pinal County Resolution for Fiscal Year 2019-2020 as written and seconded by Allen Grant. Vote unanimous 4-0. Motion carried.
- Our annual CCR report is due by July 1, 2019. Jack Cook has already started them and they will be completed by the end of June. The CCR format was changed last year by ADEQ. In prior years, it was in the form of a pamphlet. Now it is a three or four page document. Jack was going to confirm with our compliance officer whether it must be mailed to each customer or if we need to notify customers it is available if requested. It will also be posted on our website.
- Between July 1, 2019 and September 30, 2019, we are required to take five lead and

copper samples. Jack Cook has already picked up the sample bottles for the lead and copper samples. Joni Roerdink believes we will revert to sampling every 3 years after this sample is submitted. She will confirm with ADEQ.

Discussion/Action: Equipment & Site Report/Lab Tests.

- Nitrate sample taken on 4/12/19 was 17.1 ppm. Resample was taken on 4/24/19 and came back at 17.2 ppm. No new sample was taken. We are only required to sample quarterly per ADEQ.
- Coliform sample came back absent.

Discussion/Action: Meters/Installations/Reinstallations/Leaks/Repairs.

- Routine housekeeping was done at the well sites, clearing weeds, etc.
- Joni Roerdink received a call from a customer on Mustang for low flow. Chris Cook responded to the call to determine if the back flow was causing the issue. The customer didn't have a back flow. The customer was informed they should contact a plumber. The issue appears to be on the customer's side of the meter, which is the responsibility of the customer.
- Jack and Chris prepared the well site for the alarm system. They had to dig trenches, install the conduit, set up the alarm software and performed alarm system testing.
- The new flow meter has been ordered and should be onsite about 7/1/19.
- There were four more isolation valves that were dug up and exposed for easy access and tested to insure they worked properly. The risers with metal lids have been installed. Jack did mention, the valves that have been completed so far appear to be in good shape. Jack had concerns they would break when he needed to shut them off. So far they are ok. Jack has about 10 left to do within the district. They are blue for ease of locating and identification.

Discussion/Action: New Water Line Installation. The water loss was 10476 gallons in May. Joni Roerdink finally heard back from Elijah Gray at RWAA. Joni had contacted another individual with RWAA because she hadn't gotten a response to the emails she had sent. It was discovered the emails Joni had sent to Elijah had been quarantined on the RWAA server. Joni has had the same issue with ADEQ and emails being quarantined on the corporate server. Elijah did respond and thanked Joni for reaching out to another individual at RWAA. Elijah did look at the losses for both April and May and commented the losses were very high. He is planning on a visit on 7/1/19. He is also going to try coming out before that scheduled visit and shut the water off on Carter and check for loss between the NWC meter and Carter. He believes he already has the lines marked but will check again. RWAA has plans to purchase an ultrasonic device to detect leaks. He will test with what he currently has but in the event that doesn't work, he will return with the new one.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board reviewed the Expenditures and Purchases for the month. Allen Grant made a motion to approve and ratify the expenditures and purchases as written for May. Terry Eickstaedt seconded the motion. Vote unanimous 4-0. Motion carried.

Joni Roerdink had one more item to provide the directors. Allen Grant had asked for a nitrate history listing at the last meeting. Stephanie Diaz had provided a current listing going from 1995 to the current date. Generally, the water is blended between the two wells when the nitrate

sample is tested. During periods when only one well was operating, Joni color coded the list as well #1 or well #2 for review of what each well nitrate level was tested at. The nitrate levels have been high for years as mentioned by David Burchard during the SWP discussion.

Adjournment: The Agenda being completed, Bernie Vargas adjourned the meeting at 7:44 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt