



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

December 8, 2021, • Regular Meeting

Call to Order: Allen Grant called the meeting to order at 7:03 pm.

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

Discussion/Action Minutes: Minutes from the Regular Meeting on 11/3/21. A motion was made by Ray Roerdink to approve and ratify the minutes for the Regular Meeting held on 11/3/21 as written and seconded by Cauy Washburn. Vote unanimous 4-0. Motion carried.

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

Discussion/Action: ADEQ/Nitrate Treatment. Joni Roerdink stated in the previous board meeting we spoke about trying to get a grant for the additional \$160,367 of additional costs most of which Pinal County wanted drainage reports, traffic reports, etc. Joni also reminded the board she had spoken with Linda Taunt, WIFA, regarding the memorandum that was submitted to her explaining the purpose of the additional funding needed. Linda had asked for some additional time to review the information since there was so much detail to review. Joni did hear back from Linda Taunt on November 9th. She had initially said they had grant money available but stated she wasn't sure she could get the entire \$160,367 and she wanted to speak to some of her colleagues and her director. She mentioned they may be able to come up with maybe \$100,000. On November 9th, Linda had sent Joni an email that she gone over all the information, reviewed the history supplied in the memorandum and her director approved the entire \$160,367 requested. Joni spoke with Dina Miller on 12/7/21 and VGDWID is still waiting on some information from Pinal County. Dina was also told the individual that stated VGDWID would not have to put in an ADA parking spot should have never made that comment. The individual was appointed to the position until a new individual was hired for the director position. She is currently trying to get it in writing to protect us, so it does not come back on us. Joni also received an email from Samantha Lemke, our project specialist at WIFA, and the grant money is available to us right now. Joni spoke with Dina and asked if she would review each invoice and make sure Joni charges it to the correct account (grant versus loan). Dina said that would be a great idea. In the event WIFA audits the grant funds and found it was used to pay something not approved as outlined, we would have to pay it back. At this point, VGDWID is just waiting. AdEdge was already given the approval to start the system and it is scheduled to arrive at the end of February or the first part of March 2022. The tank is also scheduled to be delivered during the same time frame because we will need a crane for both, and we don't want to rent it twice.

The Offer to Purchase the property for the Highway expansion was reviewed by Steve Cooper. He stated he didn't go into great depth over the offer because it would have cost much more than we are getting paid for the property and it wouldn't have been worth the cost. Steve approved the offer as written. The Offer to Purchase required Bernie Vargas to sign as Chairman. Bernie signed the document, and it was submitted per their request.

Discussion/Action: Well #1. No issues with Well #1 except the flow meter went out. The last time we replaced it was 2 ½ years ago. They only have a one-year warranty. Jack is trying to get quotes for a new one. The last one was \$7800.

Discussion/Action: Well #2. No issues with Well #2 or the booster pumps. Jack still needs to replace the awning, but he is trying to hold off until we can rebuild our funds. He is just doing the required work currently. We've had a lot of expenses that we didn't expect in the past few months.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt stated the generator has 423 hours on it. There is currently just below 1/2 tank of fuel and everything else looks good. There was a slight leak from the heat sensor that we put on. Terry snugged up some of the screws on the clamps. No other leaks. Joni did get in touch with Mike at Chevron and the cost will be \$3.99 per gallon. Joni just needs a date that Terry will be available to accept the delivery and Joni will let Mike know. Everything else looks good. No bees.

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

- Joni Roerdink stated she would like to propose a change to the date of the monthly board meetings. Currently we have it on the first Wednesday of the month. She would like to propose it be changed to the second Wednesday of the month. She stated that in a prior meeting, the CPA suggested that we have at least one of the directors (or as many as VGDWID would like) sign the bank reconveyances each month. Joni was reviewing her notes for the upcoming annual review again and Joni reviewed the calendar for next year. There is one bank statement of the four that she receives on the first of the month. Others she doesn't get until the 3rd or 4th of the month. If we have a board meeting on the first Wednesday of the month, Joni generally doesn't have enough time to get the bank statements to the directors for review before the board meeting let alone balance the bank statements. In reviewing the calendar for 2022, there will be six months that Joni would not have the bank statement in time to balance and send to the directors in time for the directors to review before the board meeting if held on the first Wednesday. It would also be best if we didn't continually change the board meeting due to this issue. Terry Eickstaedt made a motion that we move the monthly board meeting to the second Wednesday of the month unless it is in violation of the VGDWID By-Laws. It was seconded by Ray Roerdink. Vote unanimous 4-0. Motion carried.
- Water bills were sent out on 12/1/21. Final notices were sent on 12/1/21.
- Disconnects are scheduled for 12/10/21. Past Due Amount: \$3,154.46 with 26 past due customers. There was one disconnect in November for non-payment.
- Joni stated at the last board meeting she would need to transfer \$20,000 from GWB to the Operating account to cover the payment to Ellison Mills for the final water main relocation payment and the semi-annual USDA Rural Development payment due on 1/1/22. That transfer was made.

- Joni is currently working on the annual Census Bureau report and preparing for our annual review.
- Joni is also preparing for the annual tax reporting statements due at the end of January 2022.
- Next month Joni will have to start gathering information for preparing for the annual budgets. February and March will be extremely busy due to the installation of the nitrate treatment system and the associated requisitions and required reports.

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

- The normal monthly Coliform sample came back absent.
- Jack will be taking the nitrate sample this month for the fourth quarter.

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

- There were no meters replaced last month.
- There was another leak on Colt Drive than was under the road. Due to the fact it is under the road, it had to be contracted out. Jack did as much as he could and coordinated with Ellison Mills for the remainder of the job. The cost was \$1505.33. The job has been completed. Joni stated that it may be an issue that we start having due to the age of the lines. It was just a service line, not a water main.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board reviewed the Expenditures and Purchases as submitted for November 2021. Ray Roerdink made a motion to approve and ratify the expenditures and purchases as written. Terry Eickstaedt seconded the motion. Vote unanimous 4-0. Motion carried.

Adjournment: The Agenda being completed; Allen Grant adjourned the meeting at 7:27 pm.

Date: _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt



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Minutes

December 18, 2021, • Special Meeting (Telephonic)

Call to Order: Bernie Vargas called the meeting to order at 10:07 am.

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

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

Discussion/Action: Resolution Authorization for the sale of Real Property. The purpose of the Resolution Authorization is a requirement by the Title Company to name Bernardo Vargas as the approved signer for the entity. Joni Roerdink stated she did not enter the dollar amount in Section 2, page 1 of the draft provided by the VGDWID attorney that was sent to the directors. The final copy states in Section 2, page 1: “The district Chairman Bernardo Vargas is authorized to sell said real property by the purchase in the amount of \$170.00 dollars plus title and escrow customary costs on behalf of the District.” That was the same amount that was approved by the board at the November 3, 2021, Regular Board Meeting. A motion was made by Terry Eickstaedt to approve the Resolution 2021-12 as written and seconded by Ray Roerdink. Vote unanimous 5-0. Motion carried. Joni Roerdink stated that she will run by and have Bernie Vargas sign as the chairman and Ray Roerdink will sign it as the board secretary. She will then run it into the attorney for his signature and forward the Resolution to Michelle Williams at Consultant Engineering, Inc. for the Title Company.

Adjournment: The Agenda being completed; Bernie Vargas adjourned the meeting at 10:10 am.

Date: _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt