



# VILLA GRANDE

DOMESTIC WATER IMPROVEMENT DISTRICT

## Minutes

August 3, 2016  
Regular Meeting

**Call to Order:** Allen Grant called the meeting to order at 7:05 pm.

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

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

**Call to the Audience:** No one was on the agenda to address the board.

Allen Grant amended the directors' roll call to include Bernie Vargas as present. Allen Grant turned the meeting over to Bernie Vargas.

**Discussion/Action: Subdivision Entrance Update:** Joni Roerdink mailed a letter to Mr. and Mrs. Shamp and explained what the VGDWID would like to do in regards to putting up a rail fence. She explained in the letter the reasons behind installing a fence in regards to limiting the access for those driving through the area to gain access to the highway. Joni explained it is an effort to reduce our liability for the Villa Grande DWID from any damage to our well site, equipment and to protect our community's water source and our water customers from possible loss of water. She included the board would like to ask for their permission to run the fence on their property all the way to Appaloosa Drive and asked if they would contribute to the cost of the fencing on their property. Joni said she has not had a response yet.

Ray Roerdink asked to change the verbiage of the Discussion/Action name from "Subdivision Entrance" to Well Site Security. Directors agreed.

**Discussion/Action: Generator Maintenance Update:** Terry Eickstaedt checked on the generator every two weeks and everything is running well. Ray Roerdink contacted Kohler Company and received the operation manuals for the generator. The GenTech quote that was presented to the Board was a result of Terry Eickstaedt trying to contact for information regarding specs, etc. GenTech submitted to VGDWID a quote for unsolicited services. Terry was not asking for a quote. Ray asked Kohler if this maintenance was necessary. Kohler stated that load bank testing was Local/State regulated. They suggested we contact Loftin for assistance with this matter. Loftin is the company that sold the generator to VGDWID. Ray will contact them and find out what is required for compliance.

**Discussion/Action: ADEQ Action Level Exceedance for Lead.** Joni received all the test results back. All results came in under the maximum levels with the exception of the results from Bernie Vargas' house. His exceeded the max of .015 and the test result from Bernie Vargas' house was .026. Danny went to Turner Lab and picked up two bottles for re-testing. Bernie will test both inside water and outside tap (which is where he took the first sample due to the filtration system). Both inside and outside tests will be completed for comparison purposes to the original test.

**Discussion/Action: Election Update for three directors' seats.** All four candidates...Cauly Washburn, Ray

Roerdink, Miranda Ketner and Terry Eickstaedt have the \$500 Threshold, Nomination Form and the Signed Petition filed with the Elections Department and receipted in. Joni has been to the Elections office eight times in the past four weeks filing paperwork and trying to get additional information for placing the final ad under the legal notices for the upcoming election. Due to the fact the Elections department is extremely busy preparing for the General Election, it has been difficult trying to get assistance. They do not have the staffing to answer specific questions. Joni scheduled a meeting with the Elections Director to answer the final question regarding the legal notice since the VGDWID will not have a polling location/time this year. Michelle Forney, Election Director, looked up the statute and stated that since we are a Special District and we are on the ballot for the General Election, we don't have to publish the legal notice as we have done in the past. She did mention that since we have four candidates and only three seats, if anyone plans on dropping out of the election, we will need to contact the Board of Supervisors by August 25, 2015 to cancel the election. Joni has not heard anything else from the other two individuals that had asked about the election.

**Discussion/Action: Well #1 Video Scan.** Ray Roerdink met with Jack at Coolidge Engine and Pump to negotiate a lower quote. Jack asked for specific additional information. Joni went to the ADWR Website to find the requested information. There was a discrepancy regarding the diameter of the casing. Joni found the well driller report that was filed in 1983. Apparently the original well that was drilled in the 1940's was installed with 16" casing. When it was drilled again to 1,000 feet the casing was increased to 21." Joni still has a couple of questions that need to be answered. She will try and meet with Danny to see if he can answer the questions. As soon as we get the remaining information, we can get a quote within a few hours. The reinstallation quote will be given an amount but will be open-ended depending upon the findings and subject to change. It will depend upon whether or not anything has to be added. Cauly and Joni both will try and get additional local companies for more quotes. The Nitrates for Well #1 went back up to 13.

**Discussion/Action: Well #2.** Danny was not in attendance to answer questions. He told Joni that Well #2 is running is operating normally. No issues at this time. The Nitrates were 9.6. Danny will be sampling on 8/4/16 for the Stage 2 Disinfection By Products. We are going from a Stage 1 to a Stage 2 so there is additional information that must be provided. Mapping with markers is now requested as well, so they have an overview of our entire system. Danny will also take the tests for Nitrates and Bac-T on 8/4/16 as well.

**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. Ray will be writing the monthly progress letter to ADEQ within the next couple of days.

**Discussion/Action: Website Update.** The website was published. Joni Roerdink will email the directors a link to go onto the website and review. She asked the directors to email Joni with items that they would like to see on the website. It is still under construction and will be for a while. The ads will disappear when we sign the contract. Joni presented a demonstration of how it appears at this time. The board also discussed contacting vendors for their support of services provided in the area. This could pay our monthly fee for the website itself. Some links are not active at this time – they will become active as she updates information. Customers will also be able to contact Joni for additional information including service requests, etc. The link will go straight to the VGDWID email where Joni can then respond.

**Discussion/Action: Managers Report.** Joni Roerdink reported that we have about \$2,000 in delinquent accounts. Final notices are sent 10 days before disconnect and those final notices have already been sent out. Joni will post the notice on customers' doors on 8/8/16. Joni expects all accounts to be paid by 8/11/16. Disconnects will be scheduled for 8/11/16. There were no disconnects last month.

The obstruction notices were mailed to all water customers. Joni received four calls with additional questions and Bernie Vargas also received three calls. Customers were asking why we were sending it out again. Joni told them because we are having issues with getting access to our meters and lines due to fences and dogs. One customer said we have sent them out before, why are we doing it again. Joni told them because people move in and out and we want all customers to be aware. Ray Roerdink recommended that we post the obstruction letter on the website as well. In doing so, customers will be put on notice that we have the right to access our meters and lines through the easements granted.

When the meters were read for July, we found two broken meters and one meter that was full of bees. Joni notified the homeowner the exterminator would be out within the next day or so to remove the bees. One meter is not advancing. Danny re-read the meter. It is not working and needs to be replaced. There is another meter on Appaloosa Drive where the meter has been driven over. Joni told Danny both meters need to be replaced ASAP. The board discussed several months ago about notifying customers about being charged for damaged meters and boxes after we make the initial repair. Some boxes are more than others depending upon they type, concrete, metal lids, etc. Cauly will check into the cost and let Joni know. Joni will also check cost with our vendor.

**Discussion/Action: Equipment & Site Report/Lab Tests.** Danny Baeza took the Nitrate samples on 7/12/16 to Turner Labs. The Nitrate level for July was 9.6 mcl. This test was up from the results in June. The Nitrate level from the sample taken from Well #1 was 13. This was not sent to ADEQ. It was for our information only. There were no other issues at the site. We are still currently running on Well #2. There was a discussion regarding using a sample test kit purchased locally for our information purposes only. It was decided by the board to have Danny test Well #2 with the test kit and send a sample taken at the same time to Turner for our regular testing. By doing so we can establish a baseline to determine if the test kit is reliable enough to use for informational testing only and to avoid the additional lab costs.

**Discussion/Action: Meters/Installation/Reinstallations/Leaks/Repairs.** The old leak on Appaloosa Dr. that was leaking a few months ago was repaired. Eight homeowners were notified the service line was being repaired and the water would be shut off for a couple of hours. Danny and Anthony replaced the meter. Allen Grant and Terry Eickstaedt finished covering the box and leveled the area. Allen recommended we mark boxes that were installed for future growth because they are above ground and can be broken if the area is cleared for weed control, etc. Allen Grant volunteered time to locate these meters. Ray recommended that a survey be done on all meters to determine which meters need replacing. Ray and Allen volunteered to check each meter and log all information regarding necessary repairs before the next meeting.

**Discussion/Action: New Water Line Installation.** Cauly Washburn suggested we replace the service line on Carter Lane with PE black pipe. Last month we had a water loss of 13,239 gallons on the service line beyond the NWC meter. If that doesn't resolve the issue, we may have to sleeve the line south of the canal. A letter would be sent to affected customers that due to water loss we would be replacing the service line. Cauly will get a cost of the PE black pipe and fittings. A motion was made by Ray Roerdink to move forward with installing a new service line on Carter Lane and seconded by Allen Grant. Vote unanimous 5-0. Motion carried. Ray will try to contact his resource about borrowing a trencher.

**Discussion/Action: Approve and Ratify Expenditures & Purchases.** 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. Allen Grant seconded the motion. Vote unanimous 5-0. Motion carried.

**Adjournment:** The Agenda being completed, Bernie Vargas adjourned the meeting at 8:30 pm.

Date \_\_\_\_\_

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Bernie Vargas, Chairman

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Cauy Washburn, Director

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Allen Grant, Vice Chairman

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Mirando Ketner, Director

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Raymond Roerdink, Director