



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

September 5, 2018 • Regular Meeting

Call to Order: Allen Grant called the meeting to order at 7:00 pm

Directors Roll Call: Present were Allen Grant, Terry Eickstaedt, Cauy Washburn and Ray Roerdink. Bernie Vargas was absent. Jack Cook (operator) and Joni Roerdink (manager) were also in attendance.

Discussion/Action Minutes: Minutes from August 1, 2018 Regular Meeting. A motion was made by Ray Roerdink to approve and ratify the minutes for the 8/1/18 Regular Meeting as written and seconded by Terry Eickstaedt. Vote unanimous 4-0. Motion carried.

Call to the audience: None present.

Discussion/Action: M3 Engineering. Joni Roerdink received an email from Adam Edwards, M3 Engineering. For a while, Adam will be the primary point of contact since Fiona Jordan is currently out of the country on assignment. Linda Taunt had emailed Joni and reminded her the AOC for Well #2 was due on 8/15/18. That was not the understanding that Joni along with Adam Edwards, Fiona Jordan, Linda Taunt and Jason Bobko had regarding the final AOC when the Consent Order was written. Linda Taunt was out of town and unavailable except by email so Joni Roerdink contacted Stephanie Diaz with ADEQ for clarification of the Consent Order and the AOC. Stephanie Diaz went to the ADEQ engineering desk for clarification because she had understood it differently as well. The original engineer that signed the order is no longer with ADEQ. Stephanie Diaz stated she had spoken with one of their engineers about the ATC.

“Based on the Arizona Administrative Code (R18-5-505), an ATC expires when construction has not started within a year of the ATC being issued or not completed within three years of the date construction begins. When Villa Grande submitted the ATC, the storage tank and well #2 were already constructed. So the ATC will not expire and the compliance conditions of the consent order are on path. Once Villa Grande is in compliance with the MCL for nitrate for at least two consecutive quarters, then the DWID will submit the AOC within 60 days.”

Stephanie stated that based on this, we are fine. We have to provide two full quarters of nitrate samples with the pump to waste operating. Therefore, we have six months. Joni Roerdink did inform Adams Edwards about the email from Stephanie and her clarification. Adam Edwards did also mention that he needed pictures or installation information of the pump to waste installed on Well #2. Joni mentioned that she believed it is because when the original ATC was filed, the pump to waste was not installed on those drawings so it was a change to what was filed. M3 Engineering has to account for all changes and updates to the original drawings filed. Jack stated he could take the pictures on Friday, 9/7/18 during the walk through and site inspection.

Joni also mentioned as a reminder that if it is necessary to move forward with the nitrate treatment system, it will have to go out to bid because it will require a loan and because we are a government agency and would be acquiring debt, it would have to go out to bid.

Joni was also asked at the last meeting if she could pull the nitrate records to see if she could find a Hydrologist's report and pull the nitrate samples for the past several years. Joni stated that due to all the additional work involving the booster station, she hasn't had the time to look for it. Joni did quickly review the nitrate records from 2012 – 2018; the only time the nitrates were below 10 ppm was during the 18-month period during 2016-mid 2017. Joni will prepare the spreadsheet with the data for the next meeting.

Discussion/Action: ADEQ. Joni Roerdink spoke with Stephanie Diaz on 9/5/18 since Linda Taunt had been out of town for training. Jason Bobko had also been out of the office due to surgery and is expected to be in the office on 9/6/18 and he will meet with Stephanie and Linda Taunt to review the nitrate results from the pump to waste. After the meeting and review of the nitrate results, they will contact Joni with an update.

We also have an engineer from KUV Consultants that will be at the well site on 9/7/18 for 2-3 hours to review the assets for the Asset Management Program. We also have a site inspection on 9/14/18 for a source water inspection. Both of these programs will be paid by ADEQ. These are both part of a Technical Assistance Award VGDWID received and will be paid by ADEQ.

The KUV Consultant will assist in preparing a system evaluation and develop an asset management program that will include an inventory of system assets, prioritization of assets based on criticality, estimation on the condition and remaining useful life of each asset. He will also give recommendations on existing assets and funding options for management of the water system's assets.

David Burchard, ADEQ water quality division will be here on 9/14/18 to review the system and the surrounding area and offer suggestions that may help with the nitrates.

Discussion/Action: Trucking Plant – Coolidge/Eloy Area. Allen Grant asked Joni to add this item to the agenda. Allen believes that if this plant is approved, it will affect our area as far as growth. They look to employ approximately 1800-2000 people. This will stress the urgency of moving forward with our safe drinking water and what we are trying to accomplish. Allen just wanted to mention this item for future discussion and growth in the area.

Discussion/Action: Elections. Joni Roerdink delivered the nominations on 8/2/18. Joni then contacted the elections department regarding any other nominations and informed she had not had any inquiries at the office. Tara Hampton replied that a resolution to cancel the November 6, 2018 election for the water district had been submitted to the Board of Supervisors and it would appear on the 9/5/18 agenda. The Board of Supervisors will appoint Allen and Bernie to fill the open positions since there weren't any other applicants. Certificates will be mailed out.

Discussion/Action: Well #1. The pump to waste has been installed and is operating. Allen Grant noticed that someone had driven through the area where the water had been pumped. Joni mentioned that Southwest Gas was abandoning a line and had been working out there for several days. Allen asked if we needed to build a pond or get some gated pipe to redirect the pump to waste water. Well #2 has been trenched and diverted to run parallel with Houser Rd. Terry Eickstaedt asked how long the pump to waste was running. Jack Cook stated each pump is running 45 minutes. Allen mentioned it might be cheaper to run gated pipe rather than have a pond installed.

Discussion/Action: Well #2. Terry Eickstaedt made arrangements to have a the pump to waste from Well #2 trenched and diverted to run parallel with Houser. This has eliminated the water from running toward the homes on Appaloosa Drive. It is doing what it was designed to do. Terry spoke with the operator about trenching near the hydrant on the corner of Stallion. Joni will contact Arizona 811 regarding have the area blue staked. There is also an area near the fence line on Well #2 that needs work near the fence posts.

Joni Roerdink mentioned the booster station upgrade is done. A final walk through still has to be completed. It was a massive undertaking. There were three shut downs, over 200 calls, over 100 text messages and over 400 hits on the website from customers during this time. Joni updated the website as the work progressed in an effort to keep the phone line open. All customers were provided notice of the scheduled shutdowns. We tried to accommodate as many customers as possible by scheduling the work to be performed when the least amount of water was being used. Shutdowns were scheduled primarily during the middle of the night. We did have some issues and those were rectified. The final invoice of \$20,830 will be paid once the final walkthrough is complete and we are satisfied that everything has been completed. Allen Grant mentioned a couple of spots that need to be checked...he thought it might still have a small leak. Jack will confirm before payment is submitted.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt stated there were 313.6 hours on the generator. We currently have about ½ tank of fuel. All the fluid levels were fine. Terry stated there were no bees. Terry cleaned around the generator while he was there.

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

- Water bills were sent out on 9/3/18 and Final Notices were sent out 9/4/18.
- Disconnects are scheduled for 9/14/18.
- Delinquent Amounts: \$2,801.32 (25 past due accounts).
- LCN Notices were mailed to the five customers where Lead and Copper tests were taken which is a new policy that became effective last year.
- Two water customers moved on 8/31/18. Only one of them notified Joni they were moving. The water deposit of these customers will cover the balance due.
- It was suggested that we post “Authorized Personnel Only” signs at the well sites. The board has asked that Ray Roerdink get the signs. It was decided we need seven signs.
- The directors reviewed the service policy regarding payment of disconnect fee. The disconnect fee must be paid along with the past due balance before service is restored. (See Customer Service Policy Guide - Chapter 1, page 3, paragraph 3.

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

- Nitrate sample taken on 7/27/18 was 17.7 – Resample taken on 8/9/18 was 18.8– Notices were posted and Public Notice was submitted timely.
- Pump to Waste initial samples came back at between 15.1 – 16.1 for Well #2 and 19.0-19.1 for Well #1. Joni Roerdink stated the results were sent to Stephanie Diaz, Jason Bobko and Linda Taunt. Joni confirmed the results would be reviewed and they will contact Joni with their decision.
- The Coliform sample was taken on 8/9/18 and came back as absent.
- The Lead and Copper samples were taken in July and the report and all results came back less than the 15 ppb. The LCN notices were mailed out to the customers where sampled as required and submitted to ADEQ timely.

Discussion/Action: Meters/Installations/Reinstallations/Leaks/Repairs. A couple of meters were replaced on Appaloosa. Joni Roerdink reported that all other work and repairs involved work on the booster station upgrade as we previously discussed. Joni stated that we still need to repair/replace the hydrant on the corner of Stallion. Terry will continue to reach out for the contract work for excavating around the hydrant.

Discussion/Action: New Water Line Installation. Jack Cook reported nothing has been done on this line due to the activity with the booster station upgrade. The loss for August 2018 is 49019 gallons.

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

Adjournment: The Agenda being completed, Allen Grant adjourned the meeting at 7:55 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt