



# 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

October 3, 2018 • Regular Meeting

**Call to Order:** Bernie Vargas called the meeting to order at 7:02 pm

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

**Discussion/Action Minutes: Minutes from September 5, 2018 Regular Meeting.** A motion was made by Ray Roerdink to approve and ratify the minutes for the 9/5/18 Regular Meeting as written and seconded by Terry Eickstaedt. Vote unanimous 5-0. Motion carried.

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

**Discussion/Action: M3 Engineering.** Adam Edwards from M3 Engineering had requested pictures of the pump to waste installation. When the ATC was filed a year ago, the pump to waste was not shown on the ATC and the drawings were not part of those filed. Any changes to the design must be provided to the engineering firm to update the drawings for the final AOC. Jack Cook did take the pictures and submitted them to M3 Engineering per their request. Joni Roerdink will also provide the written documentation to M3 Engineering from the billing for specifics as to model, type, size, etc.

It was also suggested at the August board meeting to see if Joni could locate a hydrologist report from the initial ATC filed. Joni was unable to locate one but will keep looking. Joni did provide a nitrate report of nitrate levels from 2007 through August 2018 as requested by the board of directors. Joni reported that she is unable to separate out the nitrate levels for well #1 and well #2 independently. The reason is the sample is taken from the EPDS (Entry Point to the Distribution System) for the certified lab reports. This is the point at which water is discharged into the distribution system from a well, storage tank, pressure tank, or water treatment plant. Therefore, it is impossible to determine the nitrates in each well separately because the wells are blended. Certified samples are not collected that way. Bernie Vargas asked when well #2 was down. Joni responded that it was down sometime in 2014 (before the current board of directors and Joni Roerdink started with VGDWID). It was offline until December 2015. The nitrate levels have remained consistent for the past couple of years between the two wells.

**Discussion/Action: ADEQ.** Kal Raman is the engineer from KUV Consultants that came out to the well-site and met with Jack Cook and Joni Roerdink regarding the asset management on 9/7/18 for about 3 hours. Joni provided information regarding the VGDWID assets that she was aware of. He had done some preliminary work regarding information from the ADWR site and confirmed the information he found. Joni confirmed and corrected what she knew to be incorrect due to changing out the pump size in well #2 and the new information regarding well #1. Kal is going to develop a maintenance plan for the current equipment we have and the useful life of each asset in order to build our budget. We need to start setting funds aside for repairs, maintenance and/or replacement. The report will take about 6-8 weeks to prepare. This will give us our basic maintenance plan.

David Burchard, ADEQ water quality division was here on 9/14/18 to review the system and the surrounding area and offer suggestions that may help with the nitrates. He was here for about 4 hours to research and offer suggestions as to what may be contributing to the high nitrate issue we have. He may be able to offer some suggestions as to what we can do. He will offer recommendations. It is not a compliance order...just recommendations. It will take about 6-8 weeks to compile the information.

Also on 9/14/18, Jason Bobko, Stephanie Diaz and another assistant (ADEQ) met Joni at the well site to take their own set of lab tests. They were there for about 4 hours sampling from each well every 15 minutes. ADEQ will absorb the expense of these certified lab tests and share the results with VGDWID. These test are not taken from the EPDS point so they are not reported for compliance. The savings to VGDWID is approximately \$1,500 in lab testing fees. The testing was completed similar to what VGDWID did approximately 6 weeks prior. The tests were performed to see if the pump to waste was working. At the initial pump to waste, the well was pumped for 8 hours prior to the testing because the well had been down. Those results were sent to Jason Bobko and Stephanie Diaz for review. The nitrates at that time were 18-19 in well #1 and 16-17 in well #2. Jason reviewed the results of the samples we had taken. Jason asked how long the pump to waste had run prior to the test and then how long we were pumping daily. On a daily basis, the pump to waste runs about 45 minutes. That information was sent to Jason. Joni had received a call to have Jack Cook shut off the pump to waste prior to their visit that day so the tests were taken without the pump to waste running. The test results came back. With no pump to waste prior to the samples taken that day – well # 1 came back at 20 ppm (19 ppm with the pump to waste). Well #2 came back 16-17 ppm (15-16 ppm with the pump to waste). The change at each well was about 1 ppm with the pump to waste running. Jason Bobko, Stephanie Diaz and Linda Taunt were on a conference call with Joni Roerdink the previous week after reviewing all the sample results. They were disappointed. According to Jason and Stephanie, it appears we will have to move forward with the nitrate treatment system. The pump to waste did not work as they had hoped. Linda Taunt mentioned to Jason on the conference call that she attended the board meeting in June 2018. M3 Engineering was also in attendance. It was mentioned at that board meeting that VGDWID would need an engineering design for the nitrate treatment system. That engineering design may be covered through a grant with ADEQ through the WIFA program. At that time Linda said it would have to be done by an already approved engineering firm on their approved list. She did not think that M3 Engineering was on the list and after reviewing the list she found they were not. Linda mentioned on the conference call that because of all the work M3 Engineering has done for VGDWID, she was going to try to get them on the list so we can stay with them and hopefully the grant would pay for that. That would reduce the cost of the nitrate treatment system for VGDWID. Joni had mentioned to Jason that in the initial estimate the nitrates were at 12-13 ppm...now they are 20 ppm. She expressed concern the size of the system would have to be larger. Jason didn't think it needed to be larger but it may cost more in consumables on a monthly basis. This will have to be put out for bid because it will require a loan for the VGDWID. Linda Taunt is already working on trying to help find funding sources. She will go back to WIFA. If WIFA would approve, they could forgive some of the principal. At the original request submitted, WIFA estimated they could forgive up to \$130,000 of the \$260,000 loan. Linda will get back to Joni as soon as she gets any additional information. Cauby Washburn stated that he believes we will need a bigger plant. Jason will also check on it. We may need to have larger vessels to accommodate the higher nitrates.

**Discussion/Action: Trucking Plant – Coolidge/Eloy Area.** The City of Coolidge did approve the trucking plant. Joni Roerdink stated that she had received several calls regarding vacant lots within the subdivision. When the announcement came out in the paper the City of Coolidge approved it, Joni Roerdink had a real estate agent call and told her they were interested in purchasing several lots within the subdivision. The agent had asked if the vacant lots had water meters on the lots. Joni told him no they did not. He asked about the cost to install. Joni quoted him our current rate of \$1,120 - \$1,160 per meter

depending upon the size installed. She also received a letter from a company water to purchase lots belonging to the water company. Joni reported receiving numerous calls regarding lots and water services within the past 10 days.

**Discussion/Action: Well #1.** Joni Roerdink announced there have been very few problems with well #1 or well #2 in the past few weeks. The booster station for both wells is 90% complete at this time. Jack Cook and Joni Roerdink walked through the well site and Jack prepared a punch list of things that were complete and/or needed to be completed before final payment is submitted. The leaks observed by a couple of the directors have been repaired. Jack noticed the concrete pads that were installed were not acceptable and those need to be redone. Jack will make them redo those and repair a small leak before we submit the final 10% is paid. Joni will then submit the final requests for reimbursement to WIFA.

**Discussion/Action: Well #2.** We have had no issues during the past few weeks. Allen Grant asked how much we are producing off of each well. Currently we are producing about 150 gpm on well #1 and about 45 gpm on well #2. Those readings are estimates. Allen Grant stated he was going to go over a couple of times between now and the next meeting so we would have an accurate count.

**Discussion/Action: Generator Maintenance Update.** Terry Eickstaedt stated there were 313.6 hours on the generator. We currently have just below ½ tank of fuel. We need to find someone to deliver diesel fuel for the generator. All the fluid levels were fine. Terry cleared the weeds around the generator.

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

- Water bills were sent out on 10/1/18 and Final Notices were sent out 10/2/18.
- Disconnects are scheduled for 10/12/18. Two disconnects were done in September.
- Delinquent Amounts: \$3,129.78 (32 past due accounts).
- One water customer moved on 10/1/18.
- We had a couple of issues last month when we went to turn off disconnects. The water valves were frozen. Jack has been made aware of them and will get to them as soon as possible.
- Ray Roerdink ordered the “Authorized Personnel Only” signs for the well site. They should be in in about a week.
- We had about 10 customers with meters covered with weeds or other materials, one appears to be foam. Joni sent the customer a letter. It is becoming a problem. We can’t spray the weeds in case the customers have small children or pets.

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

- Nitrate sample taken on 8/9/18 was 18.8 Notices were posted and Public Notice was submitted timely. Nitrate samples are taken quarterly.
- The Coliform sample was taken on 9/21/18 and came back as absent.
- Joni Roerdink provided copies of the nitrate report for the samples taken by ADEQ to all directors. The report is not a compliance test. Joni also had copies of the full analytical report available if requested.

**Discussion/Action: Meters/Installations/Reinstallations/Leaks/Repairs.** Jack and Joni both checked on a repair requested by a customer regarding a leak on an empty lot. There is no meter there. The customer that called asked if we could let them know because they need to install a shut off at their house because theirs was broken. Jack and Joni found the customer that reported the leak also had a valve that is frozen and can’t be shut off. We have four meters on Colt to replace due to the valve being frozen and can’t be turned without breaking. The water to the entire street will have to be shut off for the repair. Jack

will try and get these done within the next week if possible. Joni also reported calling Arizona Blue Stake and updating the information. They had old information and were calling the wrong number for locates. Joni was notified today the information was updated and Joni said she placed the order for Blue Stake to come out and locate for the fire hydrant repair. It should be about a week or so before they get everyone notified. 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 other issues. The loss for September 2018 is 20,484 gallons. The loss is 50% less than last month. Joni actually had the technician go back out and re-read the meter that generally only uses a couple of hundred gallons because the usage was nearly 20,000 gallons. It was re-read and the reading was correct. He could actually hear water running on the customer side. The customer is losing about 900 gallons per day. Joni had requested a phone number from the customer and they have failed to provide one. She mailed a letter to the customer letting them know about the leak and asked them to contact her and provide a phone number for emergencies such as this. We did not shut off the water due to the fact there are animals at the home even though there was a leak. Joni stated VGDWID normally does a courtesy shut off when there is a leak but we did not shut it off because of the animals and we couldn't reach the customer.

**Discussion/Action: Approve and Ratify Expenditures & Purchases.** The Board reviewed the Expenditures and Purchases for the month. Ray Roerdink made a motion to approve and ratify the expenditures and purchases as written for September. Terry Eickstaedt seconded the motion. Vote unanimous 5-0. Motion carried.

**Adjournment:** The Agenda being completed, Bernie Vargas adjourned the meeting at 7:49 pm.

Date \_\_\_\_\_

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Bernie Vargas

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Allen Grant

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Ray Roerdink

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Cauy Washburn

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Terry Eickstaedt