



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

February 3, 2021 • Regular Meeting

Call to Order: Bernie Vargas called the meeting to order at 7:06 pm.

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

Discussion/Action Minutes: Minutes from Regular Meeting 1/6/21. A motion was made by Allen Grant to approve and ratify the minutes for the Regular Meeting on 1/6/21 as written and seconded by Terry Eickstaedt. Vote unanimous 3-0. Motion carried.

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

Discussion/Action: ADEQ/Nitrate Treatment. WestLand Resources had a security breach and have taken steps to protect themselves and their clients. This includes emails to any employee at WestLand. Someone had hacked their email account and contacted some of their clients and asked the client to direct deposit payments to another account claiming they had been hacked. VGDWID wasn't affected. All of our payments are made by check. As a result, they have implemented security steps to protect their clients and emails. Joni had emailed Scott McLeod several times with no response. She finally got a call through and he explained that he hadn't received any of her emails. She emailed him while she was on the phone with him and he still didn't get it. He had Joni give him all the dates so their IT team could go back into their server and find them. They have since added VGDWID to their safe senders. Now if you email into WestLand and you're a safe sender, a security code is sent to get in. It has slowed things down a bit but it is moving forward. Joni was also told by the accounting department, they would no longer email about payments. If they have any issues, they will call instead.

Scott did say he had received the specs for the system from AdEdge. He was a little overwhelmed with the number of pages he'd received. He is currently working on them.

Joni did receive the payment draw from the loan for the deposit with AdEdge. That payment will be made tomorrow to AdEdge.

Joni also received a request from WestLand Resources to review information for the APP permit and provide necessary information for VGDWID. There was one question that Joni didn't know how to answer and neither did Scott McLeod or Stephanie Diaz. Stephanie gave Joni the name of the individual to call. She called and left a message. He returned her call within a few minutes. He asked what kind of an impoundment it was. Joni explained she didn't understand what he was asking. It is a term used by that department. We named it

Impoundment-Evap Ponds. This is only involving the evap ponds. It has nothing to do with the nitrate treatment system. The information was sent back to Dina at WestLand and copied to Scott McLeod and Stephanie Diaz. Dina Miller also contacted Joni and requested signed copies of the Consent Order and the Amendments. APP was requesting the information. That information has also been submitted.

Joni mentioned she also needs to meet with Steve Cooper to finalize the Resolution for the Debt Authorization. She also needs to get the Legal Opinion to submit for the loan as well. The closing date is scheduled for 2/26/21.

We may have to have a Special Meeting within the next few days to approve the Resolution for the debt authorization. Joni is still waiting to hear back.

Allen Grant mentioned that Jack had been at the site cleaning up. Joni confirmed that he had. Jack has been trying to get all of our debris out of the area before construction starts. The contractor will remove the concrete pads when they start construction.

Jack also has to remove the block wall on the north side of the garage. Joni will request a roll off. The wall can be pushed over and it is a safety hazard.

Allen Grant also requested that we get a burn permit to burn the vegetation that is piled up at the well site. Allen Grant and Terry Eickstaedt will do the burning after Joni receives the permit.

The bid documents should also be prepared within the next few weeks so we can start groundwork.

Discussion/Action: Well #1. No issues with Well #1.

Discussion/Action: Well #2. Jack hasn't had any issues with Well #2. We did get the booster pump in. Jack installed the new one and put the other one back for a backup.

Discussion/Action: Generator Maintenance Update. When the power went out last month, we had an issue and the generator didn't come on as it should have. Joni called Terry to see if he could hear if the generator had come on. He couldn't so he went over there. The generator had a system fault error and a battery fault error. Terry reset it. The errors disappeared but it would only run for a few minutes and shut off. Terry stayed at the generator and kept it running until power was restored in order to keep the pressure up. Joni had called Jack and he came over. He couldn't determine what the issue was either. Joni didn't receive one call during the outage for low pressure. Terry found a small leak where a clamp had come loose. It was recommended that we have a load test done on the generator. Terry will continue to monitor. The generator had 389.0 hours. Terry tightened the clamp and will watch to see if it comes on each week. All other levels were good.

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

- Water bills were sent out on 2/1/21. Final notices were sent on 2/1/21.
- Disconnects are scheduled for 2/11/21. Past Due Amount: \$1,735.70 with 25 past due customers.
- There were two disconnects in January.
- Joni is currently working with Henry and Horne to complete the Annual Review for WIFA, USDA and Pinal County. The due date to Pinal County is 2/25/21, We've been

working to convert it from cash basis to accrual basis since November 2020. By converting, there will be fewer questions from WIFA and USDA because it will all match the Pinal County Annual Review.

- There was a power transformer that exploded on 1/17/21 north of the water district and kicked all the power out within the district. We had difficulties with the generator as mentioned earlier and it wouldn't stay on. Terry manually kicked the generator on for about 1 ½ hour to keep the pressure up. APS got the repair made a couple of hours later. Joni coordinated calls with Terry and Jack during the outage until power was restored.
- The annual Census report had to be completed and submitted.

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

- Nitrate sample will be taken next month because we are only required to sample quarterly.
- Jack and Joni are currently preparing for the Annual water report (due 3/31/21) and the CCR. The CCR's aren't due until 7/1/21 but we will be right in the middle of the nitrate treatment system project and don't want to stop and prepare the report during the middle of the setup.
- Coliform sample came back absent.

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

- There were six meters replaced this month.
- Jack cleaned and reset the switches for the high-pressure fault last month. He ordered and received the new switches but they haven't been installed yet.
- Jack performed well pump maintenance and maintenance on the distribution system.
- Jack broke down and cleaned the CL2 pumps.
- He removed some of the weeds around the well site.
- Jack repaired the damage to our sign and mounted it on the side of the shed. It is still visible from Houser Road.
- Jack has worked on clearing the weeds and debris from around the site in preparation for the new system.
- He also repaired leaking suction header on inlet. The gasket failed and he had to replace it. It was on the distribution side.
- Joni will order a roll off to remove our debris before construction starts.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board reviewed the Expenditures and Purchases as submitted for January 2021. Allen Grant made a motion to approve and ratify the expenditures and purchases as written. Terry Eickstaedt seconded the motion. Vote unanimous 3-0. Motion carried.

Adjournment: The Agenda being completed, Bernie Vargas adjourned the meeting at 7:52 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt



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Minutes

February 22, 2021 • Special Meeting

Call to Order: Bernie Vargas called the meeting to order at 7:03 pm.

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

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

Discussion/Action: Review/Approve Loan Resolution for the Nitrate Treatment System. All directors were provided a copy of the Resolution 2021-02.22 prior to the meeting. The changes per the legal team at WIFA included repealing Resolution 2020.08 and reinstating 2020-07.02. Resolution 2020-07.02 is the Resolution our Loan #9202096-20 (our first loan) was approved for. Steve Cooper also completed the Legal Opinion which is required by WIFA to close the loan on February 26, 2021. Terry Eickstaedt made a motion to approve Resolution 2021-02.22 as written. Cauy Washburn seconded the motion. Vote unanimous 4-0. Motion Carried.

Adjournment: The Agenda being completed, Bernie Vargas adjourned the meeting at 7:09 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt