



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 9, 2022 • 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, and Ray Roerdink. Cauy Washburn and Bernie Vargas were absent.

Discussion/Action Minutes: Minutes from the Regular Meeting on 1/12/22. A motion was made by Ray Roerdink to approve and ratify the minutes for the Regular Meeting held on 1/12/22 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 submitted all the documents to Pinal County for the first review on 1/25/22. On 1/27/22, Pinal County came back and stated the submittal was incomplete. Pinal County gave VGDWID and WestLand Resources until the end of day on 1/28/22 to submit the missing site plan or they would delete the application and all documents, and we would have to start over. Pinal County requires the application and all documents to be submitted at the same time. WestLand Resources submitted the missing site plan and Pinal County accepted the submittal as complete. Dina Miller called Joni and let her know it was accepted and they would be sending an invoice within a couple of days. Payment would have to be made immediately for the review to be scheduled. Joni received the invoice 2/2/22 and paid it immediately. Payment was required to be paid online. At this point, we wait until we hear from Pinal County. The amount of the payment for the first review was \$3,295.54.

Allen Grant asked if the system is ready to go. Joni stated the last information she received is that it would be ready sometime in March. The system build was paused due to the additional requirements and permits that Pinal County is requiring. The bidding process was also put on hold per ADEQ and WIFA pending the delay initiated by Pinal County and the additional requirements they wanted met. As soon as we hear from Pinal County, the bidding process will be opened back up and the bidders will be contacted. We still need the general contractor and electrical contractor selected and the work complete or nearly complete before the system can be set up. Initially, Pinal County wanted us to rezone and that caused the delay.

Discussion/Action: GWB Signature Card Update. Due to the change from cash accounting to accrual accounting, our CPA is requesting updated signature cards for all our bank accounts. Those accounts held at the Treasurer's office are updated every year prior to June 30th for the next fiscal year through the annual Combined Resolution adopted every June. We need to update the signature cards for GWB. Joni Roerdink spoke with the manager at GWB, and they couldn't find the signature cards. After going into the bank, the manager found one with Joni's signature but couldn't find the other one for Bernie Vargas. Joni was told to get copies of driver's license and Social Security numbers for any signers on the account and a copy of the minutes requesting any additional signers on the account. The board felt we should have the same signers on the GWB account as we do with the Treasurer's office. Ray Roerdink made a motion to update the GWB signature cards and include Bernardo Vargas, Allen Grant, Cauy Washburn, and Joni Roerdink as signers on the GWB account. Terry Eickstaedt seconded the motion. Vote unanimous 3-0. Motion carried.

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

Discussion/Action: Well #2. No issues with Well #2 or the booster pumps.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt reported the generator has 429.1 hours on it. All levels were good. The fuel is about ½ tank. Joni followed up mid-January regarding the fuel delivery and Mike didn't respond. Mike had tested positive for Covid and was unable to deliver at that time. Joni also followed up again on 2/9/22 to see if he was back to work yet. She is waiting to hear back. Mike is their only driver. There were no bees reported. The weeds need to be taken care of.

Discussion/Action: Managers Report.

- Water bills were sent out on 2/1/22. Final notices were sent on 2/1/22.
- Disconnects are scheduled for 2/11/22. Past Due Amount: \$1,709.04 with 22 past due customers.
- There were no disconnects in January.
- Joni has been working with Steven May at Henry and Horne. He submitted a government questionnaire, which a copy was provided to all directors for their review as well as a copy of the engagement letter from Henry and Horne for preparing the audit information. Normally they ask questions but this one was a little more comprehensive. Joni had a couple of questions regarding what was meant by self-insured and about "c. Internal Matters, #2 substantial dependence on the success of a particular project." Steven answered her questions and Joni mentioned the nitrate treatment system is required to meet federal nitrate standard for public safety. Steven told her to put in that comment. Ray Roerdink signed the engagement letter which outlines duties and responsibilities and the fee for the audit. He signed as the secretary of the board. We sign the engagement letter every year before the audit.
- Joni also received an email with attachments from Bill Collins regarding SB1564 and encouraged us to respond. The directors were also provided a copy of the email, the drafted SB1564 and a sample letter to submit if the board feels it necessary. SB1564 will allow a city or town to annex an area served by a DWID and then dissolve the DWID and take its assets without due process. Joni also emailed Bill Collins back on 2/9/22 and asked about the timeline since there wasn't one shown. Bill Collins quickly responded that this bill seems to be moving "pretty fast." It has been assigned to two Senate standing committees NREW (Natural Resources, Energy and Water) and Rules.

Bill Collins also stated it had its hearing in front of the NREW Committee at 2:00 pm on 2/9/22 but he didn't know if they voted yet to forward a favorable recommendation to the full Senate. He also stated it had not been placed on a Rules Committee agenda yet and that it had to pass out of both committees to continue moving forward. Bill Collins recommended sending an email to the Speaker of the Senate as well as to Senator Thomas Shope who introduced the Bill regarding the boards position. The directors reviewed the SB1564. SB1564 Section A is already on the books and everything after Section A refers to the proposed changes. Ray Roerdink feels that an email needs to be sent immediately to the Speaker of the Senate and to Thomas Shope voicing the position of the board. Ray also stated he didn't know the details of annexation and what it is based on (i.e., land ownership, size of acreage, etc.) Ray Roerdink didn't see anything in the document that changes the annex procedures. Ray Roerdink felt the directors should send an email with names of the board of directors listed at the bottom of the email stating their opinion of the proposed change. Joni was told to call both Bernie Vargas and Cauy Washburn and find out if they agree. Ray also suggested we contact our attorney regarding rules of annexation. Ray stated he didn't know what the requirements or stipulations are to annex land - regarding population, land ownership, percentage of property owners, etc. Allen agreed the email should be sent. Joni was told to draft the email and have Ray review for content.

- Joni stated VGDWID did receive a check from the title company for the sale of the property to the County for the highway expansion. Joni was told by the title company they would be sending out the closing package. Joni expected more than what she received. She only received copies of the paperwork that Bernie had signed and submitted and the check. The sale is closed, recorded, and funded.

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

- The normal monthly Coliform sample came back absent.
- The Nitrate Sample came back at 18.0 mg/L. last month.
- Joni mentioned that she was on a webinar for the new coliform rules, and they are changing. There is a new revised reporting method that is being implemented. Instead of testing monthly, we may qualify to test quarterly. If we have a year's worth of samples that report absent and our last sample reported the absence of coliform, we should qualify for quarterly reporting. They will also be calling and asking questions of both the manager and the water technician, for the technical information, to update the information they need to set up this new program. This will take place over the next year. The savings could be over \$150 a year in lab tests.

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

- There were no meters replaced last month.
- We had a large leak on a service line on Mustang Drive. It did go under the road therefore we had to have Ellison Mills do the repair. Jack worked on it until it went back under the road. The repair was completed. Total cost was \$2,038.22.

Discussion/Action: Approve and Ratify Expenditures & Purchases. Joni Roerdink mentioned that she had provided the directors will full copies of bank statements for all accounts with the reconciliations. She also attached the Acknowledgement Statement to confirm all statements had been presented to the Board of Directors for review and approval. It will be signed by one director as outlined at the board meeting held on 1/12/22.

The Board reviewed the Expenditures and Purchases as submitted for January 2022. Ray Roerdink 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; Allen Grant adjourned the meeting at 7:40 pm.

Date: _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauy Washburn

Terry Eickstaedt