



# 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

January 12, 2022 • Regular Meeting

**Call to Order:** Allen Grant called the meeting to order at 7:04 pm.

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

**Discussion/Action Minutes: Minutes from the Regular Meeting on 12/8/21 and the Special Meeting on 12/18/21.** A motion was made by Ray Roerdink to approve and ratify the minutes for the Regular Meeting held on 12/8/21 and the Special Meeting held on 12/18/21 as written and seconded by Cauy Washburn. Vote unanimous 4-0. Motion carried.

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

**Discussion/Action: ADEQ/Nitrate Treatment.** VGDWID was invoiced for the first part of the engineering fees that will be paid for with the grant money that was approved in December 2021. Joni Roerdink had submitted the first requisition and it took a couple of weeks to be paid. This was longer than normal. Joni was sent the wrong grant number on the requisition form. That issue has now been rectified. Joni was sent a new requisition form to use going forward and checks should be processed much quicker in the future. Joni just issued the check for \$12,243.76 for the engineering services.

Joni also received a copy of the traffic report. She's not sure if the engineers have submitted it or not. It is her understanding that everything must be submitted at one time for the County to review. The report states that VGDWID will have someone going over to the well-site approximately four times a week.

WestLand Resources has been working on the different permit requirements that Pinal County has asked for. She received a copy of the draft Drainage Report. The report was provided to the directors to review. All the involved engineers, project specialists, designers, and surveyors have put in numerous hours working on the report. So far, they are working out some of the language in the report before submitting to Pinal County. The current draft is 77 pages long. Joni received one on 1/11/22 and two different versions on 1/12/22.

**Discussion/Action: State Highway Expansion Project.** Joni had provided the directors with copies of the closing documents from the title company. Since all the information was approved December 18, 2021, and the Resolution Authorization to appoint Bernie Vargas as the approved signer, Joni will have Bernie sign the documents and return to the title company. All the amounts are the same as what had previously been approved by the board of directors in a prior board meeting. VGDWID will be notified of the actual closing date when the County deposits the funds.

**Discussion/Action: Well #1.** No issues with Well #1. The flow meter had gone out on Well #1 again and Jack had been trying to find another one. The last one VGDWID purchased 2 ½ years ago was over \$7,800. He has found one for less than half the cost. There is only a one-year warranty on these flow meters.

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

**Discussion/Action: Generator Maintenance Update.** Terry Eickstaedt reported the generator has 426.5 hours on it. It has been running when scheduled. When the power went out during the month, the generator did come on as it is designed to. All the fluids looked good. Terry also reported that there were no bees present. Joni Roerdink stated that she had contacted Mike at Chevron and requested fuel. Mike had contacted Joni the morning of the scheduled delivery and informed her that he had just tested positive for Covid. Joni told him VGDWID would try and hold off until mid-January and contact him to follow up. Joni also contacted Ray Siggins to see if he would be willing to be a backup supplier in the event the power goes down and we need fuel. Ray Siggins agreed.

**Discussion/Action: Monthly Board Meeting Date Update.** After the last meeting, Joni reviewed the By-Laws, and it does state the first Wednesday of the month. Joni provided a copy of the By-Laws to the directors for their review. The By-Laws under Article 6, state that the date can be changed by the verbiage “or at a time determined by the Board.” The board reviewed the By-Laws and agreed the change was made properly. The Board does not feel an actual update to the By-Laws needs to be made based on the verbiage stated in the paragraph of the current By-Laws.

**Discussion/Action: Managers Report.**

- Water bills were sent out on 1/3/22. Final notices were sent on 1/3/22.
- Disconnects are scheduled for 1/13/22. Past Due Amount: \$1,996.14 with 18 past due customers. As of the date of the board meeting there were four customers that had not paid in the amount of \$336.98. There was one disconnect in December for non-payment.
- Joni is currently preparing for the annual audit and uploading information to the CPA.
- Joni is also preparing for the annual tax reporting statements due at the end of January 2022. Those will be sent prior to January 31, 2022.

**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. All the notifications have been posted and mailed as required.

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

- There were no meters replaced last month.
- Jack did have to do additional running of the compressor and troubleshoot for the flow meter on Well #1. The timer had to be reprogrammed so the hydro tank would run properly and keep the pressure where it needs to be.

**Discussion/Action: Approve and Ratify Expenditures & Purchases.** The Board reviewed the Expenditures and Purchases as submitted for December 2021. Caury Washburn made a motion to approve and ratify the expenditures and purchases as written. Ray Roerdink seconded the motion. Vote unanimous 4-0. Motion carried. Joni also asked the board how many signatures they felt they needed for the acknowledgment of the bank reconciliation's each month. The board members agreed to have one director sign the acknowledgement statement at the board meeting each month. There will be a one-page document that acknowledges all four accounts after the reconciliations are completed.

**Adjournment:** The Agenda being completed; Allen Grant adjourned the meeting at 7:21 pm.

Date: \_\_\_\_\_

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Bernie Vargas

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Allen Grant

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Ray Roerdink

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Caury Washburn

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Terry Eickstaedt