



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

July 11, 2018 • Regular Meeting

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

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

Discussion/Action Minutes: Minutes from June 6, 2018 Regular Meeting. A motion was made by Terry Eickstaedt to approve and ratify the minutes for the 6/6/18 Regular Meeting as written and seconded by Allen Grant. Vote unanimous 5-0. Motion carried.

Call to the audience: None present.

Discussion/Action: M3 Engineering. Joni Roerdink provided the directors with the response to the questions raised at the 6/6/18 regular meeting. These questions included items such as amount of hours required to maintain Nitrate Treatment System, vendor provided training, does daily maintenance need to be completed by a certified operator, the cost of the additional tank, does the storage shed for equipment need to be air conditioned and is the additional tank necessary? The board also requested a breakdown of the cost for consumables. The consumables for the Nitrate Treatment System have also been provided but DYTEC did not provide the media information. Fiona Jordan will provide a revised table when it becomes available from the vendor. The \$27,000 does not include the labor for daily checking of the system and testing. We are still required to perform the pump to waste per ADEQ for the next 90 days to see if this will take care of the nitrate issue. Allen Grant asked if M3 Engineering oversees the well work or just the engineering portion. Joni stated she believes it is just the engineering services. When all work was finished in 2007, M3 Engineering was supposed to do a final site inspection of all work and sign off on it but failed to do so. Cauy Washburn asked Jack Cook if he was familiar with the treatment systems and Jack responded "yes."

Discussion/Action: ADEQ. Linda Taunt (ADEQ) spoke with Sara Konrad (WIFA) regarding the questions raised at the 6/6/18 regular meeting. Sara responded with answers for the questions regarding the Fiscal Impact of WIFA Financial Assistance as was discussed. She stated the following:

- Annual Debt Service is the annual service on the loan.
- Reserve Fund Deposit is amount that must be set aside in the event of default and WIFA will determine whether this will be deposited in a separate bank account or submitted to WIFA.
- Replacement Fund Deposit will be held locally to pay for repairs and replacements.

WIFA will be happy to discuss these items with VGDWID if we have to install the treatment system and need funding.

Discussion/Action: Elections. As Joni Roerdink prepared to post the legal notice for the election she contacted the elections department for specifics. VGDWID had the same issue in 2016. The issue in 2016 was that VGDWID was not holding a polling location. VGDWID would not be holding a polling location in 2018 and it will be part of the General Election. The elections department told Joni to contact the Special Districts Director. Joni contacted the Special Districts Director and was told that we don't have to post a legal notice. VGDWID does have to notify customers of the elections. This was done on two occasions and was included in the monthly letter that was sent out with the water bills. The Special Districts Director also requested that it be posted in the office or on the website. It has been posted in both locations. Joni will provide the candidate packages. Ray Roerdink asked when the last date for filing was and Joni stated it was the first week in August. She couldn't remember the exact date. If no more than two people file, VGDWID will have to contact the elections department by letter and the County Board of Supervisors will appoint the individuals and it will be removed from the ballot.

Discussion/Action: Well #1. Well #1 is back in service. Chlorine is hooked up. After a few days of running, the flow meter went out. Jack Cook is currently obtaining pricing for a new meter (same type). Instrulink has already started with the Booster Station. The concrete slab has already been completed. Work should begin again on 7/16/18. A gate valve needs to be replaced because it will not seat. We are also getting pricing on a new gate valve. Since we have two tanks we will operate out of one while they tie into the second one. When the time comes, we will tie everything into the two tanks and they will run simultaneously. Since we have to have the automated pump to waste systems on both wells, Jack has to get another set of sampling bottles and will run them at the same time to avoid making two separate trips. This is required in the Consent Order. Well #1 is pumping at 150 gallons per minute. Allen Grant tracked the gpm on well #2 over a 24-hour period. This was done during the time we were hauling water because well #2 was not pumping enough to keep up with demand. Over the 24-hour period the average was about 40 gpm. Jack Cook will review again when everything is back online. There is concern that well #2 might be filling back up with sand again. There was some discussion regarding well #2 and getting a hydro geologist and engineer to review the condition of the well before any more work is done. Well #2 hasn't had a video done since about 2013.

Discussion/Action: Well #2. In the middle of June well #2 went down and we were out of water. Joni Roerdink stated that we had to haul water again. Joni was going to the well site and checking the water tank level every hour (24-hours a day) Monday-Thursday. There were two or three times during this period that we shut the water off in an attempt to restore the water reserve in the tanks. We tried to do this when the majority of customers were sleeping and turn the water back on during peak periods of water usage. Joni posted the updates on the website as the information became available in order to keep the phone calls to a minimum. This allowed us to keep the phone line clear in order to accept calls from ADEQ and WIFA. Customers were asked to check the website for updates. ADEQ was notified immediately of the emergency and kept in contact daily on our progress. Joni spoke with both Linda Taunt and Holli LaBrie (compliance officer at ADEQ) regularly regarding what was being done. Linda Taunt contacted WIFA regarding funding assistance to get well #1 back online. ADEQ wrote the recommendation to WIFA for funding and helped get all parties on board with our emergency. WIFA pushed the paperwork through and secured the funding. VGDWID was approved for \$75,000.00 in grant funding. Sara Konrad contacted Joni and said to get the agreement signed and send back an electronic copy. As soon as Sara had the signed electronic copy, VGDWID was approved to call the vendor and start installation. None of the grant money will need to be repaid as long as all detailed bills outlined in the original request are sent to WIFA and we allow WIFA to do a final site inspection to show all of the funds were used for the intended purpose. The only surprise in the agreement was the automated pump to waste, which also had to be put on well #1. Linda Taunt called Joni that same day and said she had factored in the cost of the pump to waste for well #1 and it was included in the \$75,000.00. Joni Roerdink has already submitted the reimbursement requests for well #1. It should be coming within the next 10 days or so. Jack

Cook manually did the pump to waste on well #1 for about 8 hours. Joni Roerdink contacted the directors to let them know this was going to be done so they would be aware of the situation in the event a customer or neighbor contacted them regarding all the water being pumped. It was also posted on the website this would be done and that we were aware of the water and we would be monitoring it. A week after the initial water loss, a customer notified Joni to let her know the indicator light was flashing again. Joni went back over to the well site. She called Jack and Allen Grant. Allen checked how much water was being pumped. Well #1 was not online at that time because the pump to waste hadn't been completed and we needed to take lab samples before it could be used. Jack Cook said he felt well #2 would continue to fill slowly during the night since it was so late and the usage would be relatively low. It was monitored hourly until it was back to an acceptable level. Jack Cook forwarded a quote for an automated call out service that would notify us by phone and we could go online and check the levels. Jack would set the alarm levels for what he felt should be monitored. This system would call whatever numbers are programmed. It runs off a Verizon cell phone card. There are a variety of systems available. Installation was about \$2,500.00. There would then be a monthly charge. In the long run it would notify us immediately and possibly avoid having to haul water.

We also have a fire hydrant that is leaking and Jack has it turned off as much as possible. He is concerned if he tries any more it will break. It is down about 7 feet and encased in concrete. He is still working on it. Terry Eickstaedt spoke to a water customer that has a backhoe and was told VGDWID could use it or he would help if needed. Jack Cook will contact the fire marshal and see if we can cap this hydrant. There is a fire hydrant right across the street. It is believed the leaking hydrant is more of a flush point than a fire hydrant.

Discussion/Action: Well Site Security Update. The fence on the north side of the property is complete.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt stated there were 306.7 hours on the generator. We currently have about ½ tank of fuel. Terry cleaned all the spiders and webs out of the generator. All the fluid levels were fine.

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

- The 2018-2019 Combined Resolutions were delivered to the Treasurer's office timely
- Water bills were sent out on 7/1/18 and Final Notices were sent out 7/2/18
- Disconnects are scheduled for 7/13/18
- Delinquent Amounts: \$2,229.14 (22 past due accounts)
- Joni Roerdink approved the amount for the gate valve Jack Cook ordered (\$905)
- Joni received an email inquiry regarding the return of a water deposit. Joni directed the customer to the Customer Service Policy Guide and the location of it on the website. It outlines how water deposits are handled. The customer asked a couple of other questions in which Joni sent a written response to those specific questions including asking for more specifics so she could forward the information to the appropriate party. The customer was also invited to the monthly public board meeting where most all of the questions could be answered or have been answered in the past.

Discussion/Action: Equipment & Site Report/Lab Tests. The last quarterly nitrate test was in May. It was 10.7 ppm. The resample was 10.6 ppm. The notices were posted timely. The Certificate of Public Notice was submitted to ADEQ timely. The monthly coliform sample came back "Absent."

Discussion/Action: Meters/Installations/Reinstallations/Leaks/Repairs. Jack Cook spent most of his time last month working on the emergency and assisting with the new installations. Jack dumped the old PVC parts that we had that were failing. We are still feeling the effect of some parts that were replaced.

We had another PVC coupler split. Jack purchased some new schedule 80 for the replacement parts. Joni also had an inquiry from a water customer regarding his water bill being higher than usual. A coupler split after the meter was replaced a couple of months ago. Joni mentioned that this has happened 2 or 3 times with the same parts. This resulted in a higher water bill for the customer because it is on the customer side. Joni mentioned this was not the fault of the customer. Joni requested the board allow her to discount his water bill. Ray Roerdink made a motion to reduce the customer's water bill as outlined and seconded by Allen Grant. Vote unanimous 5-0. Motion carried.

Discussion/Action: New Water Line Installation. Jack Cook stated that he would work on this as his schedule permits. He is hoping that we can get the water customer with the backhoe to assist. Jack will try to schedule a more tentative date after some of the other emergency items are completed. He would like to do the fire hydrant and the line across the canal at the same time. Joni Roerdink will send the contact information to Jack Cook for Brian with MSIDD. The water loss last month was 38,092 gallons. During the water emergency, Cauly Washburn recommended that we shut off the water running across the canal at the NWC meter. It was an attempt to reduce the amount of water we were losing and hopefully help restore the water in the tanks. The water was shut off while the customer was gone for the day and turned on when the customer returned home so they had water while at home. It was also shut off during the evening while sleeping. The customer was willing to work with VGDWID. The loss for the month dropped from approximately 90,000 to 38,000.

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 June. Terry Eickstaedt seconded the motion. Vote unanimous 5-0. Motion carried.

Adjournment: The Agenda being completed, Bernie Vargas adjourned the meeting at 8:15 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauly Washburn

Terry Eickstaedt