



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 15, 2024 • Regular Meeting (Telephonic)

Call to Order: Bernie Vargas called the meeting to order at 7:01 pm.

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

Discussion/Action Minutes: Regular Meeting Minutes of 12/14/23. There was no meeting held in January. A motion was made by Terry Eickstaedt to approve and ratify the minutes for the Regular Meeting Minutes held on 12/14/23 as written and seconded by Ray Roerdink. Vote unanimous 5-0. Motion carried.

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

Discussion/Action: ADEQ/Nitrate Treatment System: There hasn't been a lot of work done at the well-site since about mid-December. About the only ones out there are the electricians doing some work. Joni spoke with Mike Mills on 2/14/24 and the electricians are supposed to be finishing the electrical underground work at this time. Mike also stated that due to all the rain we've had, they are supposed to start pouring the concrete pads but that might be delayed. Joni thought she may have seen one of the pads completed but she hasn't been over at the site because of the mud. Mike is also trying to complete the three-week look ahead which will include the concrete pads and the mechanical piping. We did have a large requisition for payment for approximately \$244,000 in December and it took until 2/12/24 to receive the funding. We had to wait for CAG (Central Arizona Government) to certify all the payroll up through December. As of today, they are current with all the payrolls. Moving forward, it should move more quickly. Joni had spoken to Mike Mills regarding the delay in payment, but she told him she would hand deliver the payment once she received it. The check was hand delivered and has been paid in full.

We also had a site visit with WIFA, the general contractor, WestLand Resources and Joni Roerdink on January 25, 2024 and everything went well. The only thing WIFA wanted was a larger construction sign. The original sign was only about 3 feet by 2 feet and WIFA wanted the sign to be 8 feet by 4 feet. Mike Mills had the sign completed, posted and photos sent to WIFA. WIFA approved the sign. Mike mentioned they believe the tank will be coming in early March.

Discussion/Action: IGA for Election Services. The IGA for Election Services is the agreement

required to be reviewed and signed by our attorney to allow the County to handle the General Elections, ballots, etc. for the November election this year. We have three directors' positions coming up this year in November. The County handles everything but the ballot language which Villa Grande DWID will have to submit. Joni was directed to submit the IGA to the attorney for review and approval.

Discussion/Action: Well #1. No issues with Well #1 during the month.

Discussion/Action: Well #2. No issues with Well #2. However, one of the booster pumps did go down and is currently being repaired.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt stated the generator has 548.1 hours on it. Allen Grant and Terry Eickstaedt had gone over on 12/27/23 and changed the oil and the filter on the generator. The fuel tank was 7/8 full. All other levels look good. There were no bees at the site.

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

- Water bills were sent out on 2/4/24. Final notices were sent on 2/5/24.
- Disconnects were scheduled for 2/15/24. Past Due Amount: \$1,332.24 with 17 past due customers. One customer hadn't paid and has been locked out.
- Daia from Rural Water was at the well-site a couple of months ago and was preparing a draft of our Source Water Protection Plan. Joni has received a couple of the documents from Daia, but still waiting for one. When the final document is received, Joni will send them out to the water customers at one time and post them on the web site.
- Joni is currently working on getting all the information to the CPA for our annual audit.
- Joni also received the instruction manual for the new AdEdge System. Joni was told by Dina at WestLand Resources that we have to have one on site at set-up because AdEdge will have to sign off on it. Joni will have to scan the signature pages and insert them into the electronic copies. Jack and Joni will both have copies on our phone so it will be available at any time if needed. This is something we had also done with the emergency plan.
- Jack has been working on housekeeping issues at the storage shed. He had to replace some shelving that was warped and some of the flooring. He cleaned out items that needed to be tossed out. We had to order a roll off to dispose of the items he had thrown out. He also cleaned out items that were no longer needed (i.e. old cabinet counter, etc.) He needed the additional space for the additional supplies for the nitrate treatment system.
- Joni is also working on getting the annual water report numbers to Jack so he can complete the annual water report and get it submitted.

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

- Coliform sample came back absent.
- Nitrates came back at 13.2 mg/L on 1/5/24 and the notices were posted.

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

- There was a large emergency leak on Appaloosa. We're still working on it. It is a service line. We may have to have the contractor complete the job. The leak is too close to the electrical box and power line.

- We had an accident on Stallion Drive in December where a someone drove over and tore up a customer’s water meter. Joni had called the police and filed a report. VGDWID is the victim because we own the water meter. We will be filing a claim for reimbursement for expenses due to the accident.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board reviewed the Expenditures and Purchases as submitted for December 2023 and January 2024. Cauly Washburn made a motion to approve and ratify the expenditures and purchases as written. Terry Eickstaedt seconded the motion. Vote unanimous 5-0. Motion carried.

Adjournment: The agenda being completed; Bernie Vargas adjourned the meeting at 7:14 pm.

Date: _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauly Washburn

Terry Eickstaedt