



# 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

April 7, 2021 • Regular Meeting

**Call to Order:** Allen Grant called the meeting to order at 7:07 pm.

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

**Discussion/Action Minutes: Minutes from Regular Meeting 3/10/21.** A motion was made by Terry Eickstaedt to approve and ratify the minutes for the Regular Meeting on 3/10/21 as written and seconded by Cauy Washburn. Vote unanimous 3-0. Motion carried.

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

**Discussion/Action: ADEQ/Nitrate Treatment.** Stephanie Diaz from ADEQ had requested an ATC pre-application meeting for 3/18/21. Those attending were Dina Miller, Scott McLeod, both from WestLand Resources, Stephanie Diaz and Joni Roerdink. The purpose of the pre-application meeting was to review all of the drawings completed to 60% and to ensure nothing has been missed that could delay the application approval. The directors were provided copies of the drawings. Those attending the meeting reviewed the application, the draft copies of the Water Treatment Plant Design Report, the Water Treatment Plant O&M Manual and the Contingency Plan. The original Consent Order, #1 Amendment of the Consent Order and #2 Amendment of the Consent Order were also requested to be submitted with the application. The final request was for a copy of the email from the ADEQ engineering desk stating the Conditional ATC permit for well #2. The applications need to be filed by May 17, 2021. Both the ATC and the APP (Evaporation Pond) applications are due at that time. WestLand needed additional information from Joni Roerdink to complete the applications. All drawings and applications need to be at 100% when filed. Dina Miller at WestLand is preparing the applications. Dina Miller also called Joni just before tonight's meeting. She needed clarification on the quote for services. She also informed Joni that Scott McLeod would be leaving but that Craig Cannizzaro, Vice President of WestLand Resources, will be taking over the project. Both Dina and Craig will be meeting with Scott McLeod to review everything before he hands off the project. Craig has reviewed the entire project as it has progressed. He is also the one signing all the requisitions. The project will be going out to bid hopefully sometime in May.

The purpose of providing the copies of the Consent Order, #1 Amendment, #2 Amendment and letter from the engineering desk approving the Conditional ATC for well #2 was to document that we've followed the guidelines outlined by ADEQ.

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

**Discussion/Action: Well #2.** No issues with Well #2 or with the booster pumps. Jack did replace the switches on the hydro tank. There was also some sun damage to the wiring leading to the switches. He is also going to move the switches from on top of the hydro tank to under the shade covering by the booster pumps to provide protection and prevent degrading of the wiring from the heat and direct sun. We didn't have the shade covering until a couple of years ago.

**Discussion/Action: Generator Maintenance Update.** Terry Eickstaedt stated the generator has 395 hours on. The fuel level is  $\frac{3}{4}$  of a tank. He hasn't changed the oil at this time. He stated the block heater was installed on 4/3/21. The hoses didn't need to be replaced. Everything ran fine. The antifreeze was replaced. The oil will be changed next week. The recommendation is that we have a load test. It hasn't been completed in a while. Terry also reported there were no bees present.

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

- Water bills were sent out on 4/3/21. Final notices were sent on 4/4/21.
- Disconnects are scheduled for 4/14/21. Past Due Amount: \$1,587.89 with 20 past due customers. There were no disconnects in March.
- Joni Roerdink provided the directors with a copy of the response to Melinda Jones regarding the concerns that VGDWID has with the new road construction.
- Joni and Jack were provided a link to review the drawings (60% completion) of the new road construction. It is common practice to share a link to review large files due to the size of the file. Joni is unable to print them out because they would be too small to read. If she can figure out how to share the link, she will provide it to the directors or each director may come to the VGDWID office and review them.
- Joni had contacted Scott McLeod, Craig Cannizzaro, Stephen Cooper and the directors for feedback regarding concerns that may involve VGDWID and the new road construction. Based on the responses he received, Ray Roerdink drafted a letter with concerns in regard to widening the roads, the traffic light installation and how it will affect VGDWID. One of the requests was to see full size drawings for the widening of the road. It will impact access to the well sites. There are actually two different engineering firms working on two separate aspects of the design of the road. One firm is doing the ecological part of the design and the other firm is handling the other part. Melinda Jones was with ACS and is handling the archeological aspect. They were actually pulling samples approved by Allen Grant. There was no digging or boring. Jack and Joni attended a virtual meeting and some of the issues addressed in the letter were brought up in the meeting. Some of these were:
  - The driveways – the 4:1 ration was too steep. VGDWID will be having tractor trailer rigs coming in to deliver supplies and at some point, coming in to pump the ponds. The driveway would not be long enough. Carlos Sanchez-Soria, engineer with T.Y.Lin International, stated that maybe they could extend the

length of the driveways to accommodate the trucks. Jack asked if they could put a culvert in under the driveway and Carlos said he didn't have an issue with that. Jack asked how it would be finished. They proceeded to tell Jack and Joni how the other driveways at Inland Port would be paved and they would do the same for VGDWID. They will extend the length of the driveway to reduce the grade and pave it.

- The roadway will be widened in all directions to accommodate right turn lanes as well as a left-hand turn lane. When reviewing the drawings online, it appears that Houser road will be widened but it appears on the drawings that it will be more on the South side. That would explain why they stated the culvert will have to be replaced on State Highway 87 to accommodate the widening of Houser Road. Currently, the culvert is South of Houser Road on State Highway 87.
  - For the most part they had answered all of the concerns raised in the letter that was submitted. Craig Cannizzaro, WestLand Resources, was concerned with the high traffic at the intersection due to the fact the intersection will actually be closer to our well site due to the widening of the roadway. If there is an accident at the intersection, it could take out some of our equipment such as a water tank, hydro tank, booster pump, etc. There will also be a traffic light at the intersection so that may help with keeping traffic slower. The road will also be raised a little bit which will benefit us. Four years ago, when the levy broke, water actually ran over the top of Houser Road and just around our well sites. We also mentioned in the letter that our site cannot accept any extra runoff from the changes in the roadway because we are installing evaporation ponds that can't accept any extra flow. They need to accommodate that issue to protect our infrastructure.
- Jack just completed the MRDL report and submitted it timely.
  - Jack also submitted the CCR for review and they are due on 7/1/21. Since we will be right in the middle of construction, we wanted to get it submitted early.
  - Joni Roerdink mentioned that we had an incident at the well site. She noticed a section of the top rail on the fence line was on the ground and someone had run over one of the upright poles. She noticed what appeared to be oil from a vehicle across three lots. She also found broken plastic parts of a vehicle on the ground. It appears someone drove through the fence. Joni contacted Jack to check the well site for any vandalism or damage. Jack checked and everything appeared fine except where the pole was down from being run over and the top rail was down. A new upright pole needs to be installed and the top rail re-installed.

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

- Coliform sample came back absent.
- Nitrate sample was taken and came back at 17.1 mg/L. The public notice was posted timely. A copy was also mailed out with each water bill.
- Jack is finishing up the CCR. Kim Jane from ADEQ had him make a couple of changes and it will then be submitted. We will have to post it on the website as we have with prior years.

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

- There were no meters replaced this month.
- Jack replaced the switches on the hydro tank and replaced the wiring. He will also

move it at a later date so it will be under the shade cover for protection from the sun.

- We had one new service line installed last month. The client prepaid for the service as outlined in a prior board meeting approved by the directors.
- Jack went in and backfilled all leaks on Pinto and Appaloosa.
- Located old isolation valve at the Southwest corner of complex and installed a new riser.
- Jack also did some work over on Stallion. He found the line was cracked and disconnected from the service line. There was no water to the property.
- We also had an emergency call out for a large water leak on Colt Drive.
- Jack actually had to run into town to get parts because we didn't have the right parts to repair the leak. He had to shut the water down on the street for about an hour to finish the repair.
- He also took out the remaining block wall that was falling down. He loaded in the dumpster to be hauled away.
- There was also a large water loss between the NWC meter and the meters across the canal. Joni stated that a customer had called and she was unable to take the call at the time. The customer stated there was a large water leak. Joni returned the call and the customer stated that he had gotten it shut off and gotten it fixed. Joni believes the leak was between the NWC meter and the other two meters.

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

**Adjournment:** The Agenda being completed, Allen Grant adjourned the meeting at 7:59 pm.

Date \_\_\_\_\_

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Bernie Vargas

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Allen Grant

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Ray Roerdink

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Cauy Washburn

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Terry Eickstaedt