



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

December 9, 2020 • Regular Meeting

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

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

Discussion/Action Minutes: Minutes from Regular Meeting 11/4/20. A motion was made by Allen Grant to approve and ratify the minutes for the Regular Meeting on 11/4/20 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. Joni Roerdink received the updated proposal from AdEdge along with the payment schedule. Scott McLeod and Robert Archer went over the proposal closely so they could find what, if any changes, were made. The cost has gone up \$14,700 since the original quote. The difference is the filter system for sand. Since we have a sand problem, Scott agrees that it is in our best interest to keep the filter to protect and extend the life of the media. In a side by side comparison to the previous quote, the resin went up \$492 but the salt consumption went down \$2,179. The proposed annual total operating cost went down \$1,417. The operating costs for the annual maintenance are projected to go down \$0.07 per thousand gallons. AdEdge needs from VGDWID a signed copy of the Purchase Order to proceed. The engineering designs are about 60% complete, but Scott will need to know exactly what we're ordering to bring that up to 90%. Scott McLeod would like to get the order placed by the end of the month if possible.

Doug Craver, AdEdge, copied Joni on an email regarding the payment schedule and the breakdown of the payments and had some questions. Scott also contacted Samantha Lemke. The first payment is 10% down (\$27,200). Scott was told by Samantha that WIFA wouldn't be able to reimburse for a purchase order or for down payments for capital expenditures. Joni contacted Samantha and she was told the same thing. Samantha also stated that if VGDWID couldn't afford the payments up front, to let her know and she would have her Executor Director review the payment schedule and approve it. Joni told Samantha that VGDWID couldn't afford the down payment and that it would wipe out our account with that large of an expense up front. We have two permits for this project coming up for approximately \$12,000. It would be a detriment to VGDWID to pay this large amount up front. Samantha Lemke spoke with the Executor Director and he feels the payment schedule is reasonable. Daniel Dialessi just needs to cross check it with his contact at the EPA. He didn't believe it would be an issue.

This morning Samantha Lemke heard back and said the payment plan has been approved. It will require an invoice which Joni has to submit anyway for any payment. Samantha also copied Scott at WestLand.

Terry Eickstaedt asked if we had sand traps on the wells already. Yes, we do. Well #1 has an inline sand separator and Well #2 has an above ground sand separator. Since VGDWID has always had a sand issue, it was highly recommended. We were told it would help extend the life of the media.

Joni still has to get a Resolution and Letter of Opinion from Steve before we can close the loan. Due to the holidays, the Fridays are closed until January 2021. It will probably be January. We don't want to rush it due to the additional costs we incurred a few months ago.

Joni just needs approval to submit the Purchase Order. Allen asked if the sand filter for this system is automatic or will the operator have to manually clear it? Joni didn't know, she will find out.

Scott would also like to meet with the board and with Jack Cook before he submits the final designs to answer any questions anyone may have. Joni will contact Scott to set up the meeting. It will be based on his schedule due to the holidays.

A motion was made by Allen Grant to approve the purchase order and seconded by Terry Eickstaedt. Vote unanimous 4-0. Motion carried.

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

Discussion/Action: Well #2. Jack hasn't had any issues with Well #2. Jack did find a leak this week (December) that has to be welded. It is stainless steel and he doesn't have what is needed to weld it. Joni said she would check the warranty. She thought the warranty had expired. There is one of the booster pumps has gone out. We need a new one. We also need an impeller that needs to be replaced. Jack had never seen anything like this and therefore doesn't know what caused it. We need to purchase a new booster pump because the one Jack put on was our spare. We don't have a spare left. The cost is \$3838.

Discussion/Action: Generator Maintenance Update. Terry Eickstaedt was over there on 12/9/20 and checked everything. It has 384.3 hours on it and all fluids were full and things looked good. No bees on site.

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

- Water bills were sent out on 12/1/20. Final notices were sent on 12/7/20.
- Disconnects are scheduled for 12/10/20. Past Due Amount: \$2,100.87 with 24 past due customers. There were no disconnects in November.
- Joni spoke with Steven May at Henry and Horne about doing an accrual review. They are going to prepare it on an accrual basis to match the financials that we provide to WIFA and USDA. There will be less confusion and fewer questions.
- Henry and Horne also would like to know if the board has any issues with signing copies of the bank reconciliations starting next February or March due to the change from cash to accrual. It's not mandatory but it is recommended. It is customary to do this when reporting on an accrual basis. We will revisit in January.

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

- Nitrate sample was taken on 11/4/20 and came back at 17 mg/L. The notices were posted on 11/4/20 and the certification submitted to ADEQ timely.
- Coliform sample came back absent.

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

- There were no leaks during November except at the well site we discussed earlier and that was found in December. Jack has already reached out to get that repaired.
- Jack has been replacing a few meters that need replacement in December.
- Joni has an issue with three customers. After running the water bills Joni found three customers with extremely high usage. Higher than we've ever recorded. Joni always makes it a practice to contact the customer when she notices a large increase in usage and has the meter re-read. One customer went out and found a large leak. Another customer was higher than ever reported. They no longer have animals and they checked for leaks. Jack couldn't find any leaks or wet ground, he replaced the meter. Joni recommended adjustment. Cauby felt we should check the meter. Jack didn't have the equipment to check the meter. The board agreed to the adjustment. Going forward, there would not be any other adjustments in the future but the meter would be checked. A running toilet that has been repaired could have been the issue. Jack is going to keep a meter as a test meter moving forward.

Discussion/Action: Approve and Ratify Expenditures & Purchases. The Board reviewed the Expenditures and Purchases as submitted for November 2020. Allen Grant made a motion to approve and ratify the expenditures and purchases as written. Terry Eickstaedt seconded the motion. Vote unanimous 4-0. Motion carried.

Adjournment: The Agenda being completed; Bernie Vargas adjourned the meeting at 7:42 pm.

Date _____

Bernie Vargas

Allen Grant

Ray Roerdink

Cauby Washburn

Terry Eickstaedt