



# VILLA GRANDE

DOMESTIC WATER IMPROVEMENT DISTRICT

## Minutes

July 6, 2016  
Regular Meeting

**Call to Order:** Bernie Vargas called the meeting to order at 7:05 pm.

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

**Discussion/Action Minutes: Minutes from June 1, 2016.** A motion was made by Ray Roerdink to approve the minutes for the Special Meeting as written and seconded by Cauy Washburn. Vote unanimous 4-0. Motion carried. A motion was made by Ray Roerdink to approve the minutes for the Regular Meeting as written and seconded by Mirando Ketner. Vote unanimous 4-0. Motion carried.

**Call to the Audience:** Terry Eickstaedt and Joni Roerdink were in the attendance. No one was on the agenda to address the board with the exception of Terry Eickstaedt to report on Generator Maintenance.

**Discussion/Action: Subdivision Entrance Update:** Cauy Washburn is working on getting pricing but we need to contact the property owners to the north of the well site to see if they will go in on the fence to determine how much we need to install. Cauy Washburn asked if the property owners were contacted. Joni Roerdink mentioned there was no mention at the last meeting as to who would contact these property owners. Joni stated that she would send them a letter asking if we may put up a fence and if they will be willing to contribute to the cost. Joni will mention the type of fencing being considered.

**Discussion/Action: Generator Maintenance Update:** Terry Eickstaedt checked on the generator every two weeks and everything is running well. All fluid levels look good. There is about 5/8 of a tank of fuel left. Alex Alongi hauled and filled the tank in November 2015. Terry Eickstaedt mentioned that John Orton might be able to haul and fill our tank when needed. Joni Roerdink will contact him when he returns. Ray Roerdink downloaded the specifications for the generator and Joni Roerdink created log sheets to complete each time Terry checks the generator. Joni had the log book spiral bound and Terry will retain the book to update each time the generator is checked and/or serviced including the date, what was completed, comments and who did the service.

**Discussion/Action: ADEQ Action Level Exceedance for Lead.** ADEQ contacted Joni Roerdink that back in July 2011 the lead samples exceeded the maximum levels. The levels tested were reported at .016. The maximum level is .015. As a result of the exceedance for high levels of lead, we must now test 10 homes within the subdivision instead of five. The original five homes must still be part of the sample group. The homeowner must take the sample and sign a form to be submitted with the test. Danny picked up the sample bottles and dropped them off to Joni. Joni contacted ADEQ and let them know that neither Danny Baeza nor any of the current board members, including Joni Roerdink as the business manager, were associated with the water company during July 2011 nor were we aware of the additional samples required. Joni also let them know that the samples would be taken, sent to the lab and the test results forwarded to ADEQ as soon as the results were available. Joni mentioned that she would contact homeowners to collect the samples. Ray Roerdink recommended that all the board members make up the remaining five tests. Samples will be taken within the next few days and Danny will deliver to the lab.

**Discussion/Action: Election Update for three directors' seats.** Only two residents have contacted Joni

regarding possible interest in a directors' seat, John Orton and Michelle Garza. Michelle Garza currently works for Picacho Water. John Orton has been out of town for a couple of weeks. Joni delivered an election package to Michelle Garza. Joni Roerdink presented all the directors with an election date timeline that was sent to her from Michelle Forney, the elections director. Joni has already filed the IGA form with the elections office on 4/27/16. The candidates now have from 7/11/16 – 8/10/16 to file their forms. All water customers were notified of the upcoming election and the open directors' seats on June 1, 2016 with their water bill.

**Discussion/Action: Well #1 Video Scan.** Joni Roerdink has not heard anything from Danny on his contact for a quote. Ray Roerdink has not been able to get in touch with Jack at Coolidge Engine and Pump to see if he could get a lower quote than what was given to Cauly Washburn. Joni raised the question of whether or not the quotes already received included both pulling the pump and reinstalling. Joni had pulled a previous quote from Layne and it specifically stated "pulling the pump and reinstalling the pump." Cauly said no, it was just to pull the pump to have the video scan done. There would be an additional charge to reinstall the pump. We will have to add an additional \$1,500 to have it reinstalled. Ray will try to contact Jack from Coolidge Engine and Pump again.

**Discussion/Action: Well #2.** Danny was not in attendance to answer questions. He told Joni that Well #2 is running very well. No issues at this time. The Nitrates were 9.0. Danny forgot to test Well #1 but he did go back and take samples. He had hoped we would have the samples before the meeting.

**Discussion/Action: ADEQ Consent Order Status and Compliance Reports.** Joni Roerdink stated all compliance reports have been submitted timely. Ray will be writing the monthly progress letter to ADEQ within the next couple of days. Ray did mention in the last letter that the Nitrates were trending down again.

**Discussion/Action: Pinal County Treasurer Agency Services Update.** The Combined Resolutions Agreement that was approved and signed at the last meeting has been delivered to the Treasurer's office. Joni also delivered the 2016-2017 approved budgets to Pam Villarreal at the Special Services office. They were delivered a month before the due date this year. The bank had sent the wrong form for the amended signature card for Cauly Washburn. Joni will submit the amended form after obtaining Cauly Washburn's signature on the new form.

**Discussion/Action: Consumer Confidence Reports.** The 2015 Consumer Confidence Report was completed by Danny Baeza and mailed to all Customers in May 2016 as required. Danny will submit the report to ADEQ to confirm the 2015 CCR's have been completed and provided to all water customers. The 2014 CCR was not done timely. Joni had emailed it to Danny in June of 2015 when requested and Danny forgot to complete it. Danny did make the notation that it is completed and available but was not mailed to customers as required.

**Discussion/Action: Website Update.** Joni Roerdink has completed the basic layout...home page, history of the Water Company, meetings, etc. The agenda's will be posted on the website along with lab results, minutes, important notices, etc. Joni will move all pertinent documents from the old website to the new website. It will take some time to transition all the information from the old account due to the volume of information that must be moved. The Water Company was turned over the County in 1999 therefore we have about 16 – 17 years worth of information to move. The links will be created as we go but other parts will be "under construction." The service policy will be posted on the website so we don't have to provide hard copies. The contact information will be posted. A link will be available for individuals to send Joni a message and she will respond to the email. The minutes will also be posted with a notation that the minutes aren't approved until the next board meeting.

**Discussion/Action: Managers Report.** Joni reported that we have had two water customers on Appaloosa

move out of the area. We have one moving in on approximately 7/15/16. Joni also reported that all water customers paid last month. There were two customers nearly disconnected but paid as Danny was ready to shut the water off. We have one water customer that had dogs tied up near the water meter and the meter could not be read last month and usage had to be estimated. We have a few customers that this is becoming a problem with. Joni stated the issue with the new fence being installed on Appaloosa Dr. would not affect access to the meter. The meter is on the property next door. Joni also mentioned the board had discussed sending out a letter to customers regarding obstructions to the Water Company accessing lines and meters. Nothing was decided as to whether specific customers should be notified or all customers notified. Ray Roerdink recommended we send all customers a letter to bring awareness and therefore not targeting specific customers. It would be a general information letter. Ray Roerdink will help Joni draft the letter and the letter will be sent out before the next meeting. In some cases, the Water Company has no access to the meter or the water lines. Bernie Vargas asked if the meter is read the same day each month. Joni stated that it was not. The meter read date is scheduled as close to the end of the month as possible but is dependent upon what day of the week the last day of the month falls. Due to both Anthony and Danny's full time jobs, they are only available to read all meters for billing on the weekend. Estimates are used for billing when we are denied access but our policy is no more than two months of estimates. Easements are allowed for utility companies to access the utility lines and perform services and/or maintenance of those lines. There are a few delinquent accounts and delinquent notices were mailed out July 6, 2016 for the May past due bills.

Cauy Washburn mentioned that he could not test the NWM that was replaced last month. The meter was too large for his equipment to test. Joni stated that even with the replaced meter, there is still a large discrepancy between the NWM and the two properties across the canal. Additional options will be reviewed to locate loss.

Cauy Washburn mentioned we send a letter to customers across the canal to inform them that we will be doing some water loss testing and the water will be shut off for a few hours. It will be necessary for the customers to make sure they draw water for themselves and their animals prior to shutting off the water during that period.

**Discussion/Action: Liability Insurance.** Item tabled.

**Discussion/Action: Equipment & Site Report/Lab Tests.** Danny Baeza took the Nitrate samples on 6/13/16 to Turner Labs. The Nitrate level for May was 9.0 mcl. This test was down from 9.3 mcl in May 2016. There were no other issues at the site. We are still currently running on Well #2. Danny also took a sample down to Turner from Well #1 but the sample results have not been received. Terry Eickstaedt did call on 7/5/16 and reported to Joni that the water was yellow. Joni called Danny Baeza and he went over to the well site and checked on it. Danny did not find anything wrong.

**Discussion/Action: Meters/Installation/Reinstallations/Leaks/Repairs.** The old leak on Appaloosa Dr. that was leaking a few months ago is dry at this time. There have been no other reports of leaks. Danny has repaired no other meters or leaks during the past month.

**Discussion/Action: Approve and Ratify Expenditures & Purchases.** Joni had contacted USDA regarding our semi-annual loan payment. She had not received an invoice. It was discovered that it was mailed to the wrong address again. The information was updated again with USDA and an invoice was emailed to Joni for payment. The payment was submitted to USDA. Board reviewed expenses. Ray Roerdink made a motion to approve and ratify the expenditures and purchases as written. Miranda Ketner seconded the motion. Vote unanimous 4-0. Motion carried.

**Adjournment:** The Agenda being completed, Bernie Vargas adjourned the meeting at 8:05 pm.

Date \_\_\_\_\_

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Bernie Vargas, Chairman

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Cauy Washburn, Director

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Allen Grant, Vice Chairman

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Mirando Ketner, Director

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Raymond Roerdink, Director