



VILLA GRANDE

DOMESTIC WATER IMPROVEMENT DISTRICT

Minutes

February 3, 2016

Regular Meeting

Call to Order: Allen Grant called the meeting to order at 7:05 pm.

Directors Roll Call: Present were Allen Grant, Ray Roerdink, Mirando Ketner, Cauy Washburn. Bernie Vargas arrived at 7:40 PM

Discussion/Action Minutes: Minutes from January 6, 2016. A motion was made by Ray Roerdink and seconded by Mirando Ketner to approve as written. Vote unanimous 4-0.

Call to the Audience: Those in attendance were Joni Roerdink and Emery Layton from Engineered with Layton. Danny Baeza was unable to attend.

Discussion/Action: Replacement of Control Panel. Danny notified Joni just prior to the meeting that he would be unable to attend the board meeting. Danny inspected and approved the Control Panel Replacement. All work has been completed except for the red pump indicator light but it was not part of the bid. GT Environmental has been paid.

Discussion/Action: Well #2. Danny went over to both well site #1 and #2 and sprayed both sites for weeds. He is also working on the Annual Water Usage Report. Well #2 is still running exclusively. Lab Nitrates were 9.5 mcl. This is down from January at 9.7 mcl. This is the second month of decline.

Discussion/Action: By-Laws Update. The wording in the most current Amended By-Laws dated November 3, 2004 doesn't provide for simple change. Some of these changes are address, elections, etc. Ray Roerdink is willing to go through and send a copy of recommended/proposed changes to each Board Member.

Election information needs to be updated as now they will never be held in odd years as the By-Laws currently read since the deadline for the 2015 was missed and the Board approved to push the Election back to the General Election in 2016 per the recommendation by the Elections Director.

As has been discussed in previous board meetings, there was some confusion regarding the Clerk/Manager position. These are two separate positions. As per the By-Laws, the clerk is a Board Member. The duties of the clerk can be designated to someone else such as the manager.

Discussion/Action: Update for ADEQ Consent Order Status and Compliance Reports. The ADEQ monthly status report was completed and sent out to ADEQ timely. Some of the verbiage was taken from the GT Environmental invoice as to the work that was completed. Ray will also mention Mirando Ketner meeting with Engineered with Layton and placing them on the March Agenda for review and questions regarding their proposal.

All compliance reports have been submitted to ADEQ timely.

There has been no other input from ADEQ since our September 30, 2015 meeting with them.

Discussion/Action: Manager Report. On January 22, 2016, the Sheriff's office called and reported a large leak at our well site. Joni went over to assess the amount of water leaking and where the leak was coming from before calling Danny Baeza. It was a large leak coming from the coupler at the Booster Station pump. The coupler had come apart. Water was shooting as far as the small shed used for storage of Chlorine. There was no chlorine in storage at that time. Joni contacted Danny Baeza and he came over immediately. Danny shut off the booster station pump where the coupler had come apart and turned on the booster station pump #2 that had just been installed two weeks prior. There was no loss in pressure due to the second booster pump now being online. The electrician and plumber were going to come back and realign the PVD and coupler. The water loss was estimated by Danny Baeza to be about 60,000 gallons.

Danny wanted to ask the board members if anyone had excess materials at their home they would like to donate to build an awning over the booster pumps and the PVC lines. If no one had extra material to donate, would the board approve the expenditure for materials?

This would be a roof structure – approximate estimate in size 10ft by 6 ft. Allen Grant also recommended that we cover the new control panel as well. Danny noted that having an awning over the booster pumps and PVC will lengthen the life span of the pumps. Cauby recommended the PVC be hard piped. Cauby volunteered to measure and weld the structure.

One water customer moved and the water was shut off. The water bill was paid in full. The home has not been rented.

Joni Roerdink mentioned that she will be sending out the Nitrate level with the next water bill.

Joni purchased the burn permit from the county. It will be good from February 5th to March 5th. The burn hours are from 9:00am – 4:30pm – no exceptions. Eloy Fire Department signed off on the permit. Joni will make a courtesy call to the Eloy Fire Department and the Pinal County Sheriff's Office each day we are burning.

Joni Roerdink met with Bernie Vargas and was informed of some vandalism and burglaries in the subdivision. Joni will also notify water customers and ask that if anyone sees any suspicious activity to contact the Sheriff's office.

Joni mentioned a problem customer for nonpayment of water bill. Joni also provided the board members with a copy of the final notice sent to the water customer and a copy of the medical statement provided by the customer with names and address redacted for privacy. Joni stated the customer had received the final notice and called back and mentioned the serious medical condition. The customer had presented a statement from the medical provider. The board of directors agreed the information was more in the form of a statement rather than a medical certificate which the final notice states is needed. The statement from the medical provider stated “the customer had multiple medical conditions and cannot have the water turned off” and asked that we try to accommodate the customer while “we work on the water lines.” The Villa Grande DWID has not been doing work on the water lines in regards to this water customer. Joni asked the board how they would like her to proceed for collections regarding this customer.

After some discussion, the board would not accept the statement provided by the medical provider. The board asked Joni to follow-up with another letter to the water customer and indicate the board does not feel the information provided satisfies their request or complies with the Corporation Commissions rules on this matter. Also, the medical certificate when completed provides us notice that there is a serious health condition. Joni is also directed to inform the customer that the medical certificate does not relieve the customer of the obligation and the water customer will need to make payment arrangements to pay the water bill. The board told Joni to give a specific date for a response. If the customer doesn't respond, Joni will then contact Steve Cooper, the Attorney for VGDWID for assistance.

Joni Roerdink has also been working on W-2's and 1099-Misc. during the past month.

Discussion/Action: Liability Insurance. Joni Roerdink submitted the application to the insurance company and is waiting for the binder and the company will do a direct bill for payment. Joni requested to do the four installments.

Discussion/Action: Equipment & Site Report/Lab Tests. The Nitrates were 9.5 mcl from the sample taken on 1.7.16. Danny sent a message to Joni that the pumps and electrical control panel are working great. The light indicator is not up yet for visual notification that the pump is off. Danny and Anthony have not gotten to the meter boxes yet. Danny is also working on the Annual Water Usage Report. Danny sprayed for week control at both well sites during the month.

Discussion/Action: Meters/Installation/Reinstallations/Leaks/Repairs. There is still a leak between the Northwest Corner meter and Carter Lane. There is a discrepancy between the NWC meter and the other two meters on Carter Lane. Ray Roerdink raised the question that there may be some theft of water. There was discussion between the board about having Danny Baeza contact the two water customers on Carter Lane and shut the water off. At that point the NWC meter will be checked to see if it is still running. We will continue to research for possible theft and/or water leak to account for the 13,000 gallon discrepancy each month. Cauly Washburn volunteered to look to see if he could find our water lines. Joni Roerdink will be contacting AZ Blue Stake regarding having the lines marked.

Discussion/Action: Approve and Ratify Expenditures & Purchases. A motion was made by Mirando Ketner and seconded by Ray Roerdink to approve and ratify. Vote unanimous 5-0.

Adjournment: The Agenda being completed, Allen Grant adjourned the meeting at 8:14 pm.

Date _____

Bernie Vargas, Chairman

Cauy Washburn, Director

Allen Grant, Vice Chairman

Mirando Ketner, Director

Raymond Roerdink, Director