



# VILLA GRANDE

## DOMESTIC WATER IMPROVEMENT DISTRICT

### Minutes

June 1, 2016  
Regular Meeting

**Call to Order:** Bernie Vargas called the meeting to order at 7:45 pm.

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

**Discussion/Action Minutes: Minutes from May 4, 2016.** A motion was made by Mirando Ketner to approve the minutes as written and seconded by Ray Roerdink. Vote unanimous 5-0. Motion carried.

**Call to the Audience:** Bernie Vargas made a call to the audience. Ray Roerdink voiced a point of order regarding how the board has misused the “Call to the Audience” in the past. Ray Roerdink stated that according to the Arizona Board of Regents, The primary purpose of the “Call to the Audience” is to allow the Board to receive information related to matters of Board decisions. Anyone wanting to address the board shall submit in writing to the manager a request to do so with the topic. The topic must be specified. Individuals are allotted a specific amount of time to speak depending upon time available.

**Discussion/Action: Generator Maintenance Update:** Terry Eickstaedt and Allen Grant serviced the generator...air filter, fuel filter, oil filter and oil change. The generator was run for a short period after service to make sure everything was running properly. Terry has also been going over about every two weeks and checking levels...oil, fuel, etc. No additives have been added to the fuel at this time. Currently, there is about  $\frac{3}{4}$  of a tank of fuel. Fuel source is diesel. We will maintain a log of service for the generator.

Ray Miller had provided a name and phone number for the generator. Terry had contacted Loftin Equipment and spoke with Diana Gonzalez. Diana forwarded account setup information to Terry. It did not include any specifications as we had hoped for. Ray Roerdink mentioned that he may have contacts to get the manuals, etc. Terry has all the filter numbers, etc. Napa has a list of the filters that we had purchased from them. All belts appear to be in good condition at this time.

**Discussion/Action: Subdivision Entrance (well site area).** Cauly Washburn suggested putting up a rail, pipe fence with heavy cable and painted white instead of the use of shrubbery around the well site to define our boundaries. It was also suggested that “no trespassing” signs be posted. A rail fence would not require a lot of maintenance. Cauly offered to get a cost of materials. Joni Roerdink provided copies of the plats showing the easement between the homes and the well site. The easement is 20’ wide immediately behind the homes on the south side of Appaloosa. Our liability will be reduced by defining our boundaries with a fence line boundary. Allen Grant checked with the Assessor’s office and was told that according to the plat information given Sorrel Drive should have been extended all the way down along the east side of our well site and for whatever the reason was not completed.

We as a water company are on record as recognizing the liability issues involved with the area around the well sites and need to take action to eliminate traffic crossing our property to cut through to Appaloosa Drive. If we eliminate the access to cut through the VGDWID property, we have done our part in reducing our liability to this problem.

**Discussion/Action: Election Update for three directors seats.** Joni Roerdink got the election packets from the Elections Director. They will be made available to anyone requesting a packet. Packets were provided to the directors who have terms expiring. The water customers were notified on 6/1/16 with their water bill of the open VGDWID Board of Directors positions that will be expiring and told to contact Joni Roerdink if they were interested in one of these positions. The IGA has already been completed and submitted to the Election Office. More information may be available from the Elections Office in completing the forms.

**Discussion/Action: Well #1 Video Scan.** Cauby has received a couple of quotes...Well Scan Inc. is about \$850 but this is for the Video Scan only. It does not include pulling the pump. Coolidge Engine & Pump...\$1,520 to pull the pump and set on ground for video...\$700 for Well Video...Total \$2,250.00 (includes \$30.00 Fuel Surcharge). Ray will contact Jack at Coolidge Engine and Pump to see if he can get a better quote. Danny has not been able to meet with his contact to get a quote at this time.

**Discussion/Action: Well #2.** Well #2 is running well. No issues at this time. Ray Roerdink asked about the leak we had. Danny mentioned it was at the booster station...it was a gasket leak.

**Discussion/Action: ADEQ Consent Order Status and Compliance Reports.** Joni Roerdink stated all compliance reports have been submitted timely. Ray Roerdink completed the monthly progress report for June and presented it to the Board for review. Joni will submit to ADEQ. The progress report mentioned a small decline in Nitrate levels for well #2 down from 9.4 in April to 9.3 in May. The higher April and May readings are consistent with prior years for those months due to the increased agricultural activity in the surrounding area. We expect the levels to go down in the coming months. Additionally, we are in the process of getting bids for a video scan of well #1 and continue to seek remedies for that well.

**Discussion/Action: Pinal County Treasurer Agency Services Update.** Pinal County Treasurer sent the packet for updating account information. Cauby Washburn was added to the list of authorized users. Joni Roerdink also contacted the Treasurer's Office regarding the Combined Resolution that has to be updated annually. She had not received it yet. The packet was sent to her via email. The packet must be signed by all directors and the manager and includes information regarding the individuals authorized to access the accounts, sign warrants, make transfers, etc. All directors need to sign and approve.

Ray Roerdink made a motion to approve the Combined Resolution with Pinal County as written. Mirando Ketner seconded the motion. Vote unanimous 5-0. Motion carried.

**Discussion/Action: Consumer Confidence Reports.** Joni Roerdink was notified by ADEQ that we had not submitted the 2014 Consumer Confidence Report. Danny thought that he had but he had no record of submitting it. Danny completed the 2014 and the 2015 Consumer Confidence Reports. These reports are due by June 30<sup>th</sup> each year and water customers are to be provided with a copy. Danny made the notation that the mailing was not completed for 2014 but the report is now available. He also completed the 2015 report and it was mailed in May 2016 to all water customers.

**Discussion/Action: Website Update.** Joni Roerdink stated that she has not had the time to complete. Tabled.

**Discussion/Action: Managers Report.** Joni Roerdink stated we currently have approximately \$1,600 in delinquent accounts. The water customers that entered into installment agreements have made those payments on time. Joni expects to see the payments for the \$1,600 paid before the disconnection of water services. Joni stated with the warmer weather and more water usage, she is keeping a tighter control on delinquent accounts.

Joni will also be submitting the Proposed Rates and Proposed Budgets for 2016-2017 to the County. These will be submitted about two weeks early this year. All rates and budgets have been published, Public Hearings held and approved by the Board before being submitted.

**Discussion/Action: Liability Insurance.** Joni Roerdink is still working on the current asset list. There are a few more assets to find paperwork showing purchase dates and price before we can submit for a quote.

**Discussion/Action: Equipment & Site Report/Lab Tests.** Danny Baeza took the Nitrate samples on 5/6/16 to Turner Labs. The Nitrate level for May was 9.3 mcl. There were no other issues at the site. We are still currently running on Well #2.

**Discussion/Action: Meters/Installation/Reinstallations/Leaks/Repairs.** Cauly Washburn noticed a leak over by the booster pumps and contacted Joni Roerdink. Joni called Danny Baeza and he went over and found a gasket leak by the booster pumps. He was able to get to it quickly and make the repair. Cauly Washburn made a request to have Danny take a nitrate sample for Well #1 which does not need to be sent to ADEQ. It will be for VGDWID information purposes only. Danny said he would take the sample.

Danny stated that the NWC meter was replaced last month. We will continue to monitor for loss. Danny was called out to repair a water leak on Mustang. It was a large leak but has been repaired. Danny still has a couple of water valves that need to be replaced. He currently has no way to lock if needed. The leak on Appaloosa Dr. has not been fixed yet. When Danny looked it was dry. The vegetation needs to be cleared. Danny also mentioned that more and more homes are installing fencing that blocks our access to read the meters. We may need to address each of the individual homeowners for already existing fencing that blocks our access to the meters.

**Discussion/Action: Approve and Ratify Expenditures & Purchases.** 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 5-0. Motion carried.

**Adjournment:** The Agenda being completed, Bernie Vargas adjourned the meeting at 8:57 pm.

Date \_\_\_\_\_

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Bernie Vargas, Chairman

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Cauly Washburn, Director

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Allen Grant, Vice Chairman

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Miranda Ketner, Director

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Raymond Roerdink, Director