



# 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 7, 2016  
Regular Meeting

**Call to Order:** Allen Grant called the meeting to order at 6:59 pm.

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

**Discussion/Action Minutes: Minutes from November 2, 2016.** A motion was made by Ray Roerdink to approve the minutes for November 2, 2016 as written and seconded by Cauy Washburn. Vote unanimous 3-0. Motion carried.

**Call to the Audience:** No one made a request to address the board.

**Discussion/Action: Director's Resignation.** Mirando Ketner has submitted his resignation due to health reasons. A motion was made by Cauy Washburn to accept the resignation of Mirando Ketner and seconded by Ray Roerdink. Vote unanimous 3-0. Joni Roerdink was directed to write a letter of appreciation to Mirando Ketner for his services. All directors will then sign the letter.

**Discussion/Action: Election Results.** Joni Roerdink received the election results from the election director and was notified the official results were posted online 11/29/16. There was a tie between Mirando Ketner and Cauy Washburn. Due to the tie, the election director had to check with the County Attorney to see if the decision was in their jurisdiction to determine which candidate would become director or if the decision would be put before the Board of Directors of the VGDWID. The County Attorney reviewed the IGA we submitted in April 2016 and stated that the county Board of Supervisors would not make the final decision. The VGDWID Board of Directors would make the decision. The election director also suggested we seek the advice of our attorney. Joni Roerdink stated she had received the resignation from Mirando Ketner before getting the suggestion from the election director. The board felt it was a mute point to contact the attorney due to the receipt of the resignation. The three new directors are Ray Roerdink, Cauy Washburn and Terry Eickstaedt. The county Elections Department had send copies of certificates for their positions.

**Discussion/Action: Oath of Office for new directors.** Ray Roerdink, Cauy Washburn and Terry Eickstaedt were all duly sworn in as newly appointed directors.

**Discussion/Action: Well Site Security Update/Property Acquisition.** Most of the postholes around the well sites have been dug and several of the posts have been set in concrete. A couple of days before the poles were to be set in concrete along the north side of the project, Joni Roerdink received a telephone call from Michael Shamp regarding the lots he owns along the north side and the west side of the well site.

Mr. Shamp is interested in selling the five lots to the VGDWID. Joni Roerdink contacted Mr. Shamp via email with the details that he had mentioned on the phone for confirmation from him. The details were then sent to the board members just prior to the board meeting form review.

Allen Grant had thoughts about the purchase of the lots with the possible highway coming the area along State Route 87. The lots to the west may be good for the water company. Joni Roerdink contacted Bernie Vargas for his thoughts since he would be unable to attend the meeting. Bernie Vargas thought the purchase would be a good idea. His only concern would be selling the lots at a later date and how the profits would impact the water company.

Ray Roerdink mentioned the decision that is made regarding the properties will the impact moving forward on the security-fencing project. If the property is purchased, we can move the north fence-line closer to Appaloosa Dr. and just put in a gate for the easement. Ray Roerdink also mentioned the highway project would be at least 10 years out. The purchase of the west lots would allow us room for future development of the water company in the event the highway project does proceed along State Route 87. Ray Roerdink felt the purchase of the lots would ensure the future of the water company and the price was fair. Ray Roerdink felt having the property for the water company was a good thing for the expansion and for the protection of the water. It would be good to be able to sell in the event of a catastrophic event. Joni Roerdink will contact our attorney and research potential sale of lots down the road and see if there are any conflicts. Ray Roerdink made a motion to move forward with the acquisition of the five lots as outlined by the email sent by Mr. Shamp. Seconded by Terry Eickstaedt. Vote unanimous 4-0. Motion carried.

**Discussion/Action: Generator Maintenance Update.** Terry Eickstaedt stated the generator only had two hours additional time since it was checked. Everything looked good. All levels were good. Voltage was good...no issues.

**Discussion/Action: Well #1 Video Scan.** Joni Roerdink email Jack Moore and he responded just before the meet the video scan was done and Joni could go pick it up on December 8, 2016. Jack Moore also stated that he had reached out to others having high nitrate issues to see how others were handling the issue. He stated that no one had offered any additional solutions except to treat the water afterward such as blending, etc. Jack asked for copies of our water tests and Joni will provide those to him per his request. It was suggested that we clean the well and re-test. Jack Moore was not sure that would resolve the issue. Cauly Washburn stated that we should look at the video first. Joni Roerdink will pick up the video and make copies if we only receive the one copy. She will also provide copies to Danny Baeza. Cauly Washburn stated that we would also need to clean and bail. Allen asked if we had any particulars. We will have to review the report in order to make a decision regarding how to proceed. Ray Roerdink wanted to have Joni Roerdink to contact Jack Moore to find out if Jack Moore does the cleaning and bailing.

**Discussion/Action: Well #2.** Well #2 is running well. Nitrates were 9.1 down from 9.4 in the previous month.

**Discussion/Action: ADEQ Consent Order Status and Compliance Reports.** Joni Roerdink stated all compliance reports have been submitted timely. The monthly progress letter was also submitted.

**Discussion/Action: Website Update.** The Agenda, Minutes and the Notice for the Hydrant Testing were published on the website. The customers were notified that it is up and available. Allen Grant stated that he couldn't view the entire site on his iPad. Joni Roerdink stated that she found a broken link on it and removed the link.

**Discussion/Action: Managers Report.** Joni Roerdink reported that we only have \$200.00 in outstanding water bills. The client with the delinquent account has been disconnected. Ray Roerdink shared with the Board of Directors that Joni Roerdink has provided all information to the customer regarding the payment and collection of water bills on more than one occasion. The customer was told if he had an issue that Joni Roerdink couldn't resolve he could schedule to address the Board of Directors. Joni Roerdink also mailed a

copy of the Customer Service Policy handbook to the customer per his request several months ago and it is also posted on the website. The Customer Service Policy covers payment procedures. Reconnection may require an additional deposit, which can vary. The Board of Directors has decided that if the customer fails to pay the delinquent amount, but continues causing issues, he will have to address the Board of Directors.

The fire hydrant testing will be done on 12/15/16.

The MSDS sign was posted on the chlorine shed by Danny Baeza.

**Discussion/Action: Equipment & Site Report/Lab Tests.** Nitrates were 9.1 on Well Site #2 and the Coliform tests came back normal. Danny Baeza received a quote for the pressure switches to be replaced at the well site. The quote came in at \$1,250.00. Joni Roerdink stayed at the site and manually operated the pressure switches until Danny could arrive and make the repair. Danny stated he felt the price was a bit high and said he could pick up the switches and just replace them and not the electrical and plumbing included in the quote. Joni Roerdink brought up the \$500.00 ceiling amount and the requirement of obtaining three quotes before the board approves. She is unable to find any documentation at the water company on this dollar amount to substantiate the \$500.00 ceiling for quotes. The board agreed to have Danny replace the switches and possibly have an additional switch on hand. Joni Roerdink was asked by the board to add the purchasing requirement and quote requests added to the next agenda for the directors to review, approve and add to VGDWID policies.

**Discussion/Action: Meters/Installation/Reinstallations/Leaks/Repairs.** Danny Baeza repaired the leak on Appaloosa Drive and replace a meter on Appaloosa Drive as well that was not advancing. 4709 E Colt Drive must have the gate valve replaced because it is not working. This is necessary to avoid having to shut off multiple homes to disconnect the water. Danny will get that done.

**Discussion/Action: New Water Line Installation.** Cauy Washburn felt that we should email a response, as a board, to Brian Betcher with CAP regarding the replacing the line over the canal and attaching it to the chute when it is repaired. The board asked that Cauy Washburn respond to Brian Betcher since he was the initial point of contact. Cauy Washburn will cc Joni Roerdink when he sends the email to Brian.

**Discussion/Action: Approve and Ratify Expenditures & Purchases.** The Board had reviewed the Expenditures and Purchases for the month. Ray Roerdink made a motion to approve and ratify the expenditures and purchases as written. Terry Eickstaedt seconded the motion. Vote unanimous 4-0. Motion carried.

Ray Roerdink brought to the attention of the board there was to be an election each year regarding chairman, vice chairman and clerk positions. Ray asked that it be added to the agenda in January 2017.

**Adjournment:** The Agenda being completed, Allen Grant adjourned the meeting at 8:10 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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Terry Eickstaedt, Director

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Raymond Roerdink, Director