

Pine Grove Community Water Assn Inc
September 19th, 2023

Board Members Present: Gerry Broer, Keith Jackson, Paul Fauss, Ken Bruns, Gereth Stillman, Jim Rensch, Janice Helgeson

Guests: Ben Meyer – Banner & Associates

Meeting called to order by President Gerry Broer at 7:05 pm.

Ben Meyer presented the Board with an Opinion of Probable Project Cost and diagrams for connecting the Sudbury Ranch well to the existing system and well improvements. (see attached) Discussed the planning and project costs; design, engineering and inspection costs provided by Banner & Associates. Several areas of concerns were expressed; both pumps operating at the same time and pressure issues involving the pressure tank in the vault as more members on Sudbury are added to the system. (and before connecting onto the existing system) Ben will also follow up with question pertaining to the Kieffer Ranch well having enough pressure to supply Sudbury Ranch residents with water to fill cisterns. PGCWA will have the ability to solicit and or refuse contractor bids for the projects.

Larson Water Main Project – several issues took place with the contractor in digging the trench. Areas were only 5' deep. A plan was put in place based on engineered specs to cover the 300' that was in question with high density insulation. Pressure testing was conducted on the new mainline. Tracer wires were installed but areas had exposed wires; On Site Excavating spotted the issue and corrected. It was recommended going forward to have engineering designs and specs for any water line projects. The Larson Water Main Project is officially done, 1300' of 4" main line was added to the Water Distribution System.

Minutes from August 15th were emailed in advance for the board to review. A motion was made to approve the minutes, second, motion carried.

August's Balance Sheet, Profit & Loss Statement, Budget Performance, Accounts Receivable, Accounts Payable were emailed in advance for the board to review.

Checking Acct Balance as of 9/19/2023 \$- 16,241.72

Money Market Balance as of 9/19/2023 \$184,755.65

Savings Acct Balance as of 9/19/2023 \$25.00

HCU – 13 month CD (5.01%) \$120.000

HCU – Loan Balance as of 9/19/2023 \$116,487.69 (7.23% - 3yrs)

(A transfer was made from money market to checking for \$25,000 after the meeting via online banking to cover the checking account balance after checks were signed)

A year-to-date consumption report (January thru August) was provided as well. 5,549,881 metered gallons to date.

Discussed to have at our next annual meeting some sort of recognition and gift for Rose for all her years of work for the PGCWA.

Fire hall and file cleanup sometime this fall? Do we need to look at additional storage container, etc.?

On Site Excavating did water main repairs to various locations on Coyote Flats Rd & Helgeson's low pressure (rocks were in the line/meter pit). Wipf/Wordeman line – an estimate forthcoming for repair. Will also be doing some water testing at the end of Coyote Flats Rd or Coyote Flats to Kirkholm's residence to find a leak. The city has a device for line leak testing and will provide the instrument for free.

Members in noncompliance with cistern and water distribution were sent certified letters to rectify requirements. Includes: Haney's, McHolland's, James, Nicholson's, Briesmeister's, Roberts, Reitzel, Uchytel's, Wipf's, Kirkeby's, Kolb's, Turk's.

Purchase of the Sudbury Ranch well was completed on 8/23/2023. Recorded closing docs were mailed and transferred to the safety deposit box. Need to add to website and monthly invoices an announcement stating this fact and future plans to tie into the existing water distribution system.

Discussed a standard application for all water haulers, include type of use and security code on application.

Applications from residents and potential residents from the Sudbury Ranch area were submitted by: Chad & Kirsten Timmer, TimiSue Abbott, Zac Boysen & Mike & Tracy Frost. The Sudbury Ranch residents will be billed \$100 unlimited water usage until 12/31/2023. All residents on the system will then follow our current rates starting 1/1/2024.

Discussed upcoming review of water rates. Commercial water haulers at a different rate? A motion was made in the past to base rates off of consumer price index. Jan proposed looking at rate changes based on bookkeeping numbers and income tax filing and have the new rates go into effect on April of 2024 instead.

Small water leak in corner inside pump house. Jim will take a look at it and repair/solder if possible.

Two way radios and flexible Curb Stop Tool. Ken provided information on a couple of Midland brand two way radios to try. Jan has a couple of Baofang radios to try for communication between the reservoir, pump house and Sudbury Ranch well. Jan will provide information at the next business meeting on results.

Jan proposed checking into setting up a credit card for Jeff Johnson to make purchases for the water system instead of writing checks for individual purchases he has made with his own personal credit card.

Discussed bills over \$1000 to be approved and paid. On Site Excavating's invoices involving Nancy Gulliksen and Clinton Levy for installing meter pits and materials were separated from the invoices for rebilling to the 2 new members. The Board approved \$33,552.83 in bills to be paid for September.

Discussed bringing in outside assistance with operating the whole water distribution system. It has been expressed by both Kurt and Jeff that they would like to us to find an operator and a water maintenance person to help with or take over the system. An invite will be extended to a couple of local businesses to come in and talk about the possibility of transitioning.

Meeting adjourned at 9:22 pm.

Respectfully Submitted by Janice Helgeson