

Pine Grove Community Water Assn Inc.
February 20th, 2024

Board Members Present: Gerry Broer, Keith Jackson, Paul Fauss, Jan Helgeson, Ken Bruns, Gereth Stillman.
No members or guests present.

Meeting called to order by President Gerry Broer at 7:10 p.m.

Minutes from January 16th were emailed in advance for the board to review. Followed-up and briefly discussed the minutes. A motion was made to approve the minutes as submitted, second, motion carried.

January's Balance Sheet, Profit & Loss Statement, Accounts Receivable, Accounts Payable were emailed in advance for the board to review. Invoices from Advanced Electrical for \$2,021.28 and Curt Jensen (lawyer) for \$1810.71 were submitted for board approval. Approved to pay Kevin Uchytel \$200.00 for lawn mowing around the pump house. A motion was made to approve AP, second, motion carried.

Checking Acct Balance as of 2/20/2024	\$ 26,124.12
Money Market Balance as of 2/20/2024	\$ 59,914.45
Savings Acct Balance as of 2/20/2024	\$ 25.00
HCU – 13 mos CD (5.127%) 2/20/2024	\$122,541.38
HCU – 9 mos CD (5.085%) 2/20/2024	\$ 50,211.06
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HCU – Loan Balance as of 2/20/2024	\$101,345.98 (Bank Loan Secured)

Linda Wordeman and Kandyce Meindhardt helped with an audit of 2023 bookkeeping on January 29th, 2024.

Austin Brummer provided a signed termination form. Still waiting on Mike Brummer's form.

Approved to add verbiage in the by-laws to directly word "Memberships are non-refundable." Verbiage will be presented to the membership meeting in April. Meeting minutes from the past were clearly worded that memberships are non-refundable but not clearly noted in the by-laws.

Bookkeeping wages were slightly revised: \$1000.00 per month to consist of 30 hours instead of 40 hours.

Upload by-laws and resolutions to the website. Ken will provide verbiage on light diagram at the pump house and provide to the water haulers for reference. Upload this to the website as well?

Update easements for the Larson main-line, new members, etc. Ask Kurt to work on Exhibits and legal descriptions, etc.

Kurt provided information on the Lead Line Survey via email. So far 33 members completed the survey as of 1/19/2024.

A proposal was submitted by Advanced Electrical for \$19,032.00 to install a card reader system that provides computerized card access to fill water tanks at the pump house. Discussion followed and tabled for the next meeting.

A proposal was submitted by On Site Excavating for \$7,948.99 to replace 400' of line on the Wipf property. This has been an area of concern for many years. A motion was made to accept the proposal as submitted, second, motion carried.

Sudbury Ranch well updates: SD DANR permit #2816-2 was submitted and successfully transferred from Sudbury Ranch LLC to Pine Grove Community Water Assn. Jeff will order a sign for the main hydrant. "Flushing Only – Not Fire Flow". Discussed pump size and motor for a future update and revising the permit. A motion was made to apply for and change the permit to 100 gallons per minute, second, motion carried. Gerry will start the application process. Discussed a water reservoir, Levinsky property? add to long term planning. Replace 36" manhole cover estimated at less than \$500.00. Banner has submitted a bid form for the water association to pass on to interested parties for estimates to connect the Sudbury Ranch Well to the closest mainline. Timeline for bids: April 5th closing date, April 8th to open bids, April 16th bid reward date. A motion was made to accept the above timeline, second, motion carried.

Application was submitted by John Misdary in the Sudbury Ranch area and approved.

Membership Transfer application from Tim Kehr was submitted and approved. (Formerly Quinton Larson's property)

Set April 26th as a backup date for April's yearly membership meeting In case of inclement weather. The annual meeting has been scheduled for April 19th at 7:00 p.m. at the Rockerville Community Hall. Revise the by-laws and present to the membership to change the inclement weather date to the following Friday of the next week. Jan will bring cookies and bottled water.

Discussed re-plumbing pump house and increase line size. Place on the short term planning. Figure expenses and labor to update pump house. Prioritize after the Sudbury connection.

Include a 2024 water rate table for the water haulers. Will include the tiered rates with the next invoice mailing for rates over 10,000 gallons.

Discussed bringing in a management company into the water association.

Meeting adjourned at 8:50 p.m.

Respectfully submitted by Janice Helgeson