

Friday, April 15, 2022

Pine Grove Community Water Association Monthly Meeting Agenda for April 2022

- I) Call Meeting to Order**
- II) Introduce Guests**
- III) Items From the Floor to be Added to the Agenda**
- IV) Minutes of the Last Meeting**
- V) Discuss the Financial Report**
- VI) Old Business (4 month resolution desired)**
 - A) Banner Associates-Joe Munson/Cullen Kohles
 - 1) Preparing Application for State of SD Water Plan for Future Grant Monies-April 2022 Filing Deadline—Preparing and Submitting. Will require a Resolution. (Cost Approxiametly \$1,000)—Ken—UPDATE
 - B) Schedule Meeting w/Larson's to Discuss/Locate Water Main Extension to Include Nancy Gullickson's Property—Requires Letter of Understanding w/ Contingency to Sign an Easement for PGCWA—Gerry
 - C) Paint Reservoir—POSTPONED Until Late Summer/Early Fall, 2022—Ken—UPDATE
 - D) Insurance—Jeff—UPDATE
 - E) Annual Meeting Agenda sent —Kurt—DISCUSS
 - 1) Determine who will address Agenda topics
 - F) Membership Emergency Contact Plan—Updated—Kurt—PENDING
 - 1) Website
 - 2) Email
 - 3) Text Message
 - 4) Telephone

- 5) Direct Contact
- G) Provide List of Membership Easements—Jerry & Rose—PROGRESSING
 - 1) Signed
 - 2) Pending Signature
 - 3) Requires Revisions
 - 4) Other Actions
- H) Purchase Replacement Pump and Motor—Don & Jeff are checking w/Kim for Availability and Price—APPROVED—ORDERED(?)—PENDING
- I) Purchase Red Strobe Light for Pump House—Jeff—Checking w/Tom
PENDING
- J) Replacing Electrical Remote—Jeff is checking w/BH Electric—
PENDING
- K) Update on Water Main Break— Between Belgian Court and Clydesdale Road—REPAIRED but Water Main REMAINS SHUT OFF
- L) Update on Water Main Break—Wipf/Wordeman—PENDING
- M) Send Letter of Compliance and By-Laws concerning Cistern and Water
 - 1) Distribution—ADDITIONAL NONCOMPLIANT MEMBERS—Sent—Rose & Kurt—Provide a Check List of Members that have been sent this letter and indicate if they have complied.
 - 2) Notified Clyde (Bill) Croyle's Realtor of Non Compliance. She will have it rectified.—Send Letter of Compliance.—Ken
- N) Revise Letter of Compliance—APPROVED—CHANGED
 - 1) Item 12. All water must be metered-no discharges will be allowed before the meter or the cistern.
 - 2) Item 13. Discharges are allowed only after the cistern.
 - 3) Item 3. Main Line Tap and Meter Pit Costs Increased to \$2,175.00
- O) Add Second Well
 - 1) Land—Don to meet with Kieffer Family and Kim Taylor—PENDING
- P) Reconstruction of 3-Valves @ Pump House on W. Hart Ranch Road—Don—
ON HOLD
- Q) Pump House Drain In Case of Inside Water Break—Jeff—ON HOLD

R) SOP for Pump House (Possibly use Tom & Kim)—Don & Jeff—ON HOLD

S) Outstanding Payments Not Received—Rose & Kurt

1) Monthly Water Usage Bills

a) Lesley Rutter—Making Full Payment for Total Amount Due and Increasing Monthly Payment to \$75. Called her again. Forgot—Agreed to Make Full Payment on Past Due Amount and Increase Monthly Payment to \$100.—CALL IMMEDIATELY TO INCREASE MONTHLY IF NOT COVERING MONTHLY AMOUNT DUE.—KEN

2) Annual/Monthly Fees

3) Other Monies Owed

a) Fullerton Billed for Repairs & Labor (Jeff's time)—PAID?

VII) New Business

A) Expenditures—Long Term Planing

1) Leak Repairs

a) On Going Projects and Costs

2) Equipment Repairs

a) On Going Projects and Costs

3) New 2nd Well (Improvement 1 Alternative 1; \$710,100) Does Not Included Costs for Pump House, Piping Materials, Electrical Materials, Controls, etc.—PENDING GRANT APPROVAL

4) Backup Generator—Diesel (Improvement 2 Alternative 1; \$113,400)—PENDING GRANT APPROVAL

5) Water Main Improvement—Neck Yoke Rd., Coyote Flats Rd., Windmill Rd. and 2 PRV's (Improvement 3; \$336,400)—PENDING GRANT APPROVAL

6) SCADA System (Supervisory Control And Data Acquisition) (Improvement 4; \$121,600)—PENDING GRANT APPROVAL

7) Water Main Improvement—Clydesdale Road and Neck Yoke Rd (Improvement 5; \$153,200)—PENDING GRANT APPROVAL

8) System for adding chemicals—Kurt to discuss w/SD Rural Water—PENDING

B) Expenditures—Short Term Planing

C) Discuss Increasing Late Payment Fee, Presently \$6. Raise to \$25/MONTH(?)

VIII) Approve Invoices for Payment

IX) Reminder for Revisits

A) New Membership Availability (Based on Present System & Average Usage)—LIMITED to 200 (Based on 33% Line Loss)—230 (Based on 20% Line Loss).

1) Limit Number of New Memberships Available to Any One Identity.

B) Laptop for Administrator/Field Use/Meeting Information/etc (\$800-used to \$3,500-new)Kurt & Jeff—REVISIT After RC Water Expo (Jim)

C) Envelopes for Monthly Billing—Print, Fold, Stuff, Stamp, Return Address, Use Address Window and Mail.

X) Adjournment