

Pine Grove Community Water Association

Monthly Meeting Agenda

for August 2023

I) Call Meeting to Order

II) Introduce Guests: Ben Meyer of Banner Associates Inc. and C J Metzger

III) Items From the Floor to be Added to the Agenda

- A) Discuss Design and Engineer Costs for several Projects – Ben Meyer
- B) Discuss Water Hauling – C J Metzger
- C) Old Fire Station Cleanup and File Storage Issues

IV) Minutes of the Last Meeting

V) Discuss Financial Report

- A) Budget 2023 and Long Term Budget
 - 1) Bookkeeping and Banking

VI) Old Business

- A) Membership Emergency Contact Plan—Updated—ON GOING
 - 1) Website/Alerts
 - a) Address Password and Items to be Updated or Added to Website
 - 2) Email
 - 3) Text Message
 - 4) Telephone
 - 5) Direct Contact
- B) Provide List of Membership Easements—Gerry & Rose—ON GOING
 - 1) Signed
 - 2) Pending Signature
 - 3) Requires Revisions
 - 4) Other Actions: Created a list of recorded easements (Names & Addresses)
- C) Update on Water Main Break/Repair Locations
 - 1) Cotote Flats Road

2) Wipf/Wordeman Line

3) Helgeson – Low Pressure

D) Provide Check List of Members that have been sent the letter of Noncompliance of their Cistern and Water Distribution and indicate if they have complied.—Briesemeister,Haney,James,Kolb,Uchytel,Turk and Wipf

E) Add Second Well

1) Land—DeCastro

2) Revisit Improvement 1,Alternative 2-Purchase Existing Well (Sudbury Subdivision)

F) Discuss Theoretical Line Loss - ON GOING

1) Update line loss chart laid out as shown in Banner Associates study

G) Outstanding Payments Not Received

1) Monthly Water Usage Bills

2) Annual/Monthly Fees

3) Late Fee Charges

4) Other Monies Owed

VII) New Business

A) Application for Membership and other Documents

1) Fire Haul Easement / Wipf Trust – ON HOLD

2) Document necessary to protect PGCWA when taking over new installed water mains.

a) Larson Water Main (Refer to Ranch View Ct. Agreement)

b) PGCWA members who have drilled their own well and are wanting to disconnect or use PGCWA for a backup source

B) Expenditures—Long Term Planing

1) Leak Repairs

a) On Going Projects and Costs

2) Equipment Repairs

a) On Going Projects and Costs

3) Through 7) Items as listed in the Feasibility Study

8) System for adding chemicals—Kurt will discuss with SD Rural Water-PENDING

C) Expenditures—Short Term Planning

1) Pump House

- a) Door Codes for new Pump House Door
- b) Replumb Piping
- c) New Contact Board – Names and Numbers- DONE

2) Larson Water Main Project – PGCWA provides curb stop and flushing hydrant.

- a) Meter Pit Availability – Northwest Pipe Fittings - Kieth
- b) Tapping Main Line

3) Items to Purchase – 2 Way Radios and Flexible Curb Stop Tool

VIII) Approve Invoices for Payment

IX) Reminder for Revisits

X) Adjournment