

Pine Grove Community Water Association

Monthly Meeting Agenda

for December 2022

I) Call Meeting to Order

II) Introduce Guests: Jennifer Sietsema, Executive Director for the Black Hills Council of Local Governments and Tim Froelich

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

IV) Minutes of the Last Meeting

V) Discuss Financial Report

A) Outstanding Invoices for Maintenance, Purchases, Repairs, Etc.

1) Don Solinsky—Belgian Court Repairs, Wipf/Wordeman Repairs & Loading of Storage Tank – Kurt will send a letter to Don to set a date To receive his billings.

Yearly availability fee billings to send out.

VI) Old Business (4 month resolution desired)

A) Clinton Levy's membership has been approved but payment has been deferred until a variance is approved on the property sold by Leslie Rutter.

B`) PGCWA Planning Committee to review long and short term Finances for identified Improvement Needs—Paul & Ken—
Update

1) List of Committee Members: Jim Heidecker, Janice Helgeson, Orville Henrickson, Ron Smith & Linda Wordeman

2) First Meeting—11/10/22, Handed out Facility Plan

3) 11/17/22—Next Scheduled Meeting

C) Paint Reservoir—Completed

1) Back Up Person for Tom and Call Back Visit (Now that 100K Gallon Reservoir is back in full use)—Jeff

2)

3) Discard empty/used Paint Pails, 4" Plastic Pipe, Etc.

4) Drain and Remove Manifold and Fire Hose.

D) Letter of Understanding required before extension of Main Line, etc. crossing Private Property granting an Easement to PGCWA for access for future use after completion of project. (Not Required if Easement has been signed for Existing Main Line Repairs, etc.)

1) Larson's Extension of Main Line—Gerry—PENDING

a) Letter of Understanding Received from Larson's?

E) Membership Emergency Contact Plan—Updated—Kurt—ON GOING (All Information sent out should include All Board Members Names and Phone numbers.)

1) Website/Alerts

2) Email

3) Text Message

4) Telephone

5) Direct Contact

F) Provide List of Membership Easements—Jerry & Rose—ON GOING

1) Signed

2) Pending Signature

3) Requires Revisions

4) Other Actions

G) Purchase Red Strobe Light for Pump House—Jeff—Checking w/Tom—
Preparing Estimate

H) Replacing Electrical Remote—Jeff is checking w/BH Electric—PENDING

I) Update on Water Main Break/Repair Locations—Jeff & Kurt

1) Wipf/Wordeman Line

2) Neck Yoke on Flats

3) Other Possible Locations- Wyatt with SD Rural Water has tested for line
leaks on most of

our system. Other sites to check may include the three valves in the street at
the pumphouse.

J) 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.—Rose & Kurt—PENDING

K) Add Second Well

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1) Land—Board Members to meet with Kieffer Family and Kim Taylor—
Jeff—PENDING

a) Need to Schedule for PGCWA Planning Committee's
Cost Evaluation

L) Pump House Drain/Scupper In Case of Inside Water Break—KEN—

Tom is Preparing Estimate

M) SOP for Pump House (Tom will prepare)—Jeff—ON HOLD

N) Main Line High Density Polyethylene Pipe (HDPE) Specifications for New Membership Applications—Jim—PROVIDED

1) Contractors that can fuse HDPE pipe – Jeff

2) HDPE pipe specification has been added to new membership applications.

O) Discuss Theoretical Line Loss—Kurt—ON GOING

1)Future loan application approval may consider the amount of line loss percentage to secure the loan.

P) Outstanding Payments Not Received—Rose & Kurt

1) Monthly Water Usage Bills

2) Annual/Monthly Fees

3) Other Monies Owed

Q) Set up Remote On-Line Web Page Payments—Paul

S) Tom Gagliano will adjust the high and low pressure settings in the pumphouse.

T) Monthly statements to water haulers in 2023.

VII) New Business

A) Annual Rate Increases (January 1st, 2023) Discuss for December Approval

1) The November to November Consumer Price Index (CPI) is 7.1%.The 2023 water rates are to

Increase by the CPI 7.1% plus 2.0% for a total of 9.1%

B) When Contractor is being Scheduled for Repairs—Web Site Notice—Kurt

1) Include Membership's Cistern Repairs, Frost Hydrants, Service Lines,
Etc.

2) Need to establish a list of contractors for various repairs.

D) Expenditures—Long Term Planing

1) Leak Repairs

a) On Going Projects and Costs

2) Equipment Repairs

a) On Going Projects and Costs

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

4) Backup Generator—Diesel (Improvement 2 Alternative 1;
\$113,400)—GRANT MONIES NOT AVAILABLE

5) Water Main Improvement—Neck Yoke Rd., Coyote Flats Rd.,
Windmill Rd. and 2 PRV's (Improvement 3; \$336,400)—GRANT
MONIES NOT AVAILABLE

6) SCADA System (Supervisory Control And Data Acquisition)
(Improvement 4; \$121,600)—GRANT MONIES NOT AVAILABLE

7) Water Main Improvement—Clydesdale Road and Neck Yoke Rd
(Improvement 5; \$153,200)—GRANT MONIES NOT AVAILABLE

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

9) GPS Devise and Laptop for Field Use/Administrator/Meeting

Information/etc.—Approximately \$1,000—Kurt & Jeff

E) Expenditures—Short Term Planing

1) Resale of 4-Poly Temporary Storage Tanks w/Shut Off Valves and
Manifold (90%-75% of Costs)—Kurt,Jeff & Ken

a) 1-6,250 Gallon Storage Tank has been sold

b) Disassemble & Winterize Manifold, Shut Off Valves and Tanks

c) Return 5 Elbows

d) Warne Chemical(Nevin)—Haul Tanks/Each: \$3.80/Loaded Mile

VIII) Approve Invoices for Payment

A) West Dakota Rural Water System (West River Pipeline) Annual Fee

IX) Reminder for Revisits

A) Banner Associates-Joe Munson/Cullen Kohles

1) Application for State of SD Water Plan for Future Grant

Monies—Grant Monies, Denied—Loan Monies Available (30 years
@ 3.25% Interest)—Ken—UPDATE

2) Application for Loan(s)—ON HOLD @ Committee

B) Envelopes for Monthly Billing—-Print, Fold, Stuff, Stamp, Return

Address, Use Address Window Envelope and Mail.

X) Adjournment