

Pine Grove Community Water Association

Monthly Meeting Agenda

For December 2023

I) Call Meeting to Order

II) Introduce Guests:

III) Items From the Floor to be Added to the Agenda – Annual water rate and availability fee review for haulers, agriculture and commercial users

IV) Minutes of the Last Meeting

V) Discuss Financial Report

A) Budget 2023 and Long Term Budget

1) Bookkeeping and Banking

a) Bookkeeping audit in January 2024 – 2 PGCWA members and 1 boardmember

B) Outstanding Payments

1) Monthly Water Usage Bills

2) Annual/Monthly Fees

3) Late Fee Charges

4) Other Money Owed

VI) Old Business

A) Membership Emergency Contact Plan—Updated—ON GOING

1) Website/Alerts

a) Water sample failure and future compliance procedures

2) Email

3) Text Message

4) Telephone

5) Direct Contact

B) Provide List of Membership Easements—Gerry—ON GOING

1) Signed

2) Pending Signature

3) Requires Revisions

C) Update on Water Main Break/Repair Locations

D) Add Second Well

1) Land—DeCastro

2) Sudbury Well Update

a) Discuss possible testing site on Sudbury distribution system – Kurt

b) 36" manhole lockable cover and riser for water equipment vault

c) Lot cleanup and drainage grading – Kyle Aker volunteered to help

E) Discuss Theoretical Line Loss

VII) New Business

A) Application for Membership and other Documents

1) Fire Hall Easement / Wipf Trust – ON HOLD

2) Document Necessary To Protect PGCWA When Taking Over New Installed Water Mains.

a) PGCWA members who have drilled their own well and are wanting to
Disconnect or use PGCWA for a backup source – Four pending

3) Charter membership refunds? Mailloux asked about - \$5200.00

4) Review Banner Associates document 26 pages

5) SD Association of Rural Water Systems – annual meeting 1/9-11/2024 in Pierre, SD

B) Expenditures—Long Term Planning

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

9) Sudbury Well – vault floor drain-fencing-water meter

C) Expenditures—Short Term Planning

1) Pump House

a) Replumb piping

b) Outside card operated system for water hauling

VIII) Approve Invoices for Payment

IX) Reminder for Revisits

X) Adjournment