

Monday, February 14, 2022

Pine Grove Community Water Association Monthly Meeting Agenda for February 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) Update on Feasibility Study [Water System Facility Plan(WSFP)]—COMPLETED
 - 2) Status of Grant Application-Suzanne McKinley—MONIES RECEIVED
 - B) New Membership Availability (Based on Present System)—LIMITED to 200-230
 - C) Paint Reservoir—POSTPONED Until Spring/Summer 2022
 - D) Insurance Will Not Be Renewed—Pursuing another insurance company—Jeff—UPDATE
 - E) Laptop for Administrator/Field Use/Meeting Information/etc (\$800-used to \$3,500-new)Kurt & Jeff—REVISIT
 - F) Envelopes—Prepaid Stamp, Return Address and Address Window—REVISIT
 - G) Membership Emergency Contact Plan—Updated—Kurt—PENDING
 - 1) Website

- 2) Email
 - 3) Text Message
 - 4) Telephone
 - 5) Direct Contact
- H) Provide List of Membership Easements—Jerry & Rose—PENDING
- 1) Signed
 - 2) Pending Signature
 - 3) Requires Revisions
 - 4) Other Actions
- I) Purchase Replacement Pump and Motor——Don & Jeff are checking w/Kim for Availability and Price—PENDING
- J) Purchase Red Strobe Light for Pump House—Jeff—Checking w/Tom—PENDING
- K) Replacing Electrical Remote—Jeff is checking w/BH Electric—PENDING
- L) Update on Water Main Break— Between Belgian Court and Clydesdale Road—REPAIRED but water main REMAINS SHUT OFF
- M) Update on Water Main Break—Wipf/Wordeman
- N) Charter Members Owning Original Property With Availability to Purchase Additional Memberships At Reduced Price (\$5,216.00)—COMPLETED
- O) Send Letter of Compliance and By-Laws concerning Cistern and Water 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.
- 1) Patrick Briesmeister
 - 2) James McHolland
 - 3) Kevin Uchytel
 - 4) Todd Reitzel(?)
 - 5) Rick Wipf
- P) Revise Letter of Compliance—UNDER REVIEW
- 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.**

- Q) Add Second Well
 - 1) Land—Don to meet with Kieffer Family—PENDING
- R) Reconstruction of 3-Valves @ Pump House on W. Hart Ranch Road—
Don—ON HOLD
- S) Pump House Drain In Case of Inside Water Break—Jeff—ON HOLD
- T) SOP for Pump House (Possibly use Tom & Kim)—Don & Jeff—ON
HOLD
- U) Outstanding Payments Not Received—Rose & Kurt
 - 1) Monthly Water Usage Bills
 - 2) Annual/Monthly Fees
 - 3) Other Monies Owed
 - a) Fullerton Billed for Repairs & Labor? (Jeff's time)

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.
 - 4) Acquire Existing Well (Casey Skyberg/Sudbury Subdivision)
(Improvement 1 Alternative 2; \$278,300)
[Maybe offer \$140,000]
(Lost Revenue: 9 Membership Fees @ \$16,320=\$146,880)
(Added Revenue: 9 Tap Fees @ \$3,200 or \$1,000 more than PGCWA's Tap Fee=\$9,000)
[\$278,300–146,880+9,000=\$140,420]
 - 5) Backup Generator—Diesel (Improvement 2 Alternative 1; \$113,400)
 - 6) Backup Generator—Propane (Improvement 2 Alternative 2; \$108,000)
 - 7) Water Main Improvement—Neck Yoke Rd., Coyote Flats Rd., Windmill Rd. and 2 PRV's (Improvement 3; \$336,400)
 - 8) SCADA System (Supervisory Control And Data Acquisition)
(Improvement 4; \$121,600)
 - 9) Water Main Improvement—Clydesdale Road and Neck Yoke Rd.
(Improvement 5; \$153,200)

- 10) System for adding chemicals—Kurt to discuss w/SD Rural Water
- 11) State Water Plan Application for Future Grant Monies
April 2022 Filing Deadline—Notified Banner Associates-Cullen Kohles Will Prepare and Submit. Ken—UPDATE

B) Expenditures—Short Term Planing

C) Annual Meeting Agenda to be sent out—Kurt—DISCUSS

- 1) Purposed Projects with Costs (Loan and Grant Options)—Board to Decide

D) Revise By-Laws—Ken to contact attorney—ON HOLD

- 1) Change Annual Meeting time from 7:30 to 7:00 o'clock p.m.
- 2) Revise Cistern and Water Distribution Requirements
(Similar Language as Letter of Requirements for Residential Water Service)

VIII) Approve Invoices for Payment

IX) Adjournment