

# **Pine Grove Community Water Association**

## **Monthly Meeting Agenda**

**for January 2023**

**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**

**A) Approve minutes for Dec. monthly and Jan.4<sup>th</sup> continuation meetings.**

**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**

**B) Yearly availability fee billings to send out.**

**VI) Old Business (4-month resolution desired)**

**A) Review: At the Jan.4<sup>th</sup> continuation of the Dec. monthly meeting there were  
issues from attendees of the floor to address these items, including publishing  
the rates of these listed items.**

**1) High Usage Fees**

**2) Membership Fee**

**3) Monthly Service Fee for water haulers**

**4) Livestock Usage/gallons used and rates**

**B) Notice of Public Hearing – Cancelled.**

**C) Membership Emergency Contact Plan—Updated—Kurt—ON GOIN**

**1) Website/Alerts**

**2) Email**

**3) Text Message**

**4) Telephone**

**5) Direct Contact**

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

- 1) Signed
- 2) Pending Signature
- 3) Requires Revisions
- 4) Other Actions

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

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

- 1) Other Possible Locations- Wyatt with SD Rural Water
- 2) Wipf/Wordeman Line
- 3) Neck Yoke on the Flats

G) 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

H) Add Second Well

- 1) Land—Meeting with Kieffer family to discuss a possible well site.
  - a) Discuss well site drawing

I) Pump House Drain/Scupper and Pump House Red Strobe Light -Contact Tom for Estimate - Jeff

J) Discuss Theoretical Line Loss—Kurt—ON GOING

K) Outstanding Payments Not Received—Rose & Kurt

- 1) Monthly Water Usage Bills
- 2) Annual/Monthly Fees
- 3) Late Fee Charges
- 4) Other Monies Owed

L) Monthly statements to haulers and livestock tank water users in 2023

## **VII) New Business**

A) Monthly Meeting Minutes – To meet loan application criteria the monthly

meeting minutes need to be posted to the website. Dating back to 2021.

B) Standard Operating Procedure - Display SOP in pump house

1)SOP first call-Tom Gagliano's phone number and company name posted.

a) Backup to Tom Gagliano is Dakota Pump

C) By Law change for monthly meeting continuation or follow up meeting to be Set up / date and time.

D) Expenditures—Long Term Planning

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-Approval of state funding- PENDING

4) Backup Generator-Diesel - Approval of state funding - PENDING

5) Water Main Improvement- Approval of state funding - PENDING

6) SCADA System – Approval of state funding – PENDING

7) Water Main Improvement – Approval of state funding - PENDING

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

E) Expenditures—Short Term Planning

1) Resale of 3-Poly Temporary Storage Tanks w/Shut Off Valves and

Manifold (90%-75% of Costs)—Kurt, Jeff & Ken

a) Return 5 Elbows – Contact Nevin at Warne Chemical - Gerry

**VIII) Approve Invoices for Payment**

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

**IX) Reminder for Revisits**

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

Address, Use Address Window Envelope and Mail.

**X) Adjournment**