

Pine Grove Community Water Association Monthly Meeting Agenda for March 2022

- I) Call Meeting to Order**
- II) Introduce Guests**
 - A) Jeff Habestrow—Nat'l Forest—Water for Livestock
 - B) Nancy Gullicksen—Discuss Membership
 - C) Larsons—Membership Availability for Subdivision
- 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) Preparing Application for State of SD Water Plan for Future Grant Monies-April 2022 Filing Deadline—Preparing and Submitting. Ken—UPDATE
 - B) Paint Reservoir—POSTPONED Until Late Summer/Early Fall, 2022—Ken—UPDATE
 - C) Insurance—Jeff—UPDATE
 - D) Annual Meeting Agenda to be sent out—Kurt—DISCUSS
 - 1) Purposed Projects with Costs (Loan and Grant Options)
 - 2) Election of Board Members—Terms Expiring Gerry Broer and Jim Rensch
 - E) Membership Emergency Contact Plan—Updated—Kurt—PENDING
 - 1) Website
 - 2) Email
 - 3) Text Message

- 4) Telephone
- 5) Direct Contact

- F) Provide List of Membership Easements—Jerry & Rose—PROGRESSING
 - 1) Signed
 - 2) Pending Signature
 - 3) Requires Revisions
 - 4) Other Actions

- G) Purchase Replacement Pump and Motor——Don & Jeff are checking w/Kim for Availability and Price—APPROVED—ORDERED(?)

- H) Purchase Red Strobe Light for Pump House—Jeff—Checking w/Tom—PENDING

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

- J) Update on Water Main Break— Between Belgian Court and Clydesdale Road—REPAIRED but Water Main REMAINS SHUT OFF

- K) Update on Water Main Break—Wipf/Wordeman—PENDING

- L) 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—Requesting Review of What is Needed to Comply
 - 2) James McHolland
 - 3) Kevin Uchytel
 - 4) Todd Reitzel(?)
 - 5) Rick Wipf

- M) Revise Letter of Compliance—APPROVED—CHANGED(?)
 - 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.

- N) Add Second Well
 - 1) Land—Don to meet with Kieffer Family—PENDING

- O) Reconstruction of 3-Valves @ Pump House on W. Hart Ranch Road—Don—ON HOLD

- P) Pump House Drain In Case of Inside Water Break—Jeff—ON HOLD
- Q) SOP for Pump House (Possibly use Tom & Kim)—Don & Jeff—ON HOLD
- R) Outstanding Payments Not Received—Rose & Kurt
 - 1) Monthly Water Usage Bills
 - a) Lesley Rutter—Making Full Payment for Total Amount Due and Increasing Monthly Payment to \$75.—CALL IMMEDIATELY TO INCREASE MONTHLY IF NOT COVERING MONTHLY AMOUNT DUE.—KEN
 - 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.—PENDING GRANT APPROVAL
 - 4) Backup Generator—Diesel (Improvement 2 Alternative 1; \$113,400)—PENDING GRANT APPROVAL
 - 5) Water Main Improvement—Neck Yoke Rd., Coyote Flats Rd., Windmill Rd. and 2 PRV's (Improvement 3; \$336,400)—PENDING GRANT APPROVAL
 - 6) SCADA System (Supervisory Control And Data Acquisition) (Improvement 4; \$121,600)—PENDING GRANT APPROVAL
 - 7) Water Main Improvement—Clydesdale Road and Neck Yoke Rd (Improvement 5; \$153,200)—PENDING GRANT APPROVAL
 - 8) System for adding chemicals—Kurt to discuss w/SD Rural Water—PENDING
- B) Expenditures—Short Term Planing
- C) Discuss Increasing Late Payment Fee—\$25/Month(?)
- D) Revise By-Laws—Ken contacted attorney—IN PROGRESS
 - 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 Stated in Letter of Requirements for Residential Water Service)

VIII) Approve Invoices for Payment

IX) Reminder for Revisits

- A) New Membership Availability (Based on Present System)—LIMITED to 200-230
- B) Laptop for Administrator/Field Use/Meeting Information/etc (\$800-used to \$3,500-new) Kurt & Jeff—REVISIT After RC Water Expo(Jim)
- B) Envelopes for Monthly Billing—Print, Fold, Stuff, Stamp, Return Address, Use Address Window and Mail.

X) Adjournment