

Pine Grove Community Water Assn Inc  
October 18<sup>th</sup>, 2023

Board Members Present: Gerry Broer, Paul Fauss, Ken Bruns, Jan Helgeson. Quorum present to continue meeting.

Members Present: Nancy Gulliksen & Clinton Levy.

Meeting called to order by President Gerry Broer at 7:09 p.m.

Nancy Gulliksen and Clinton Levy had questions about their invoices concerning the meter pit assembly and labor charges in relation to the installation of their meter pits and the costs associated to this. The service requirements and contractor costs were discussed. A motion was made to adjust Nancy and Clinton's invoices and to update the service requirements to clarify future membership installations and member/contractor obligations.

Minutes from the September 19<sup>th</sup> were emailed in advance for the board to review. A motion was made to approve the minutes, second, motion carried.

September's Balance Sheet, Profit & Loss Statement, Budget Performance, Accounts Receivable, Accounts Payable were emailed in advance for the board to review.

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|--|------------------------------|
| Checking Acct Balance as of 10/17/2023 | \$ 9,131.02                  |
| Money Market Balance as of 10/17/2023  | \$152,350.71                 |
| Savings Acct Balance as 10/17/2023     | \$ 25.00                     |
| HCU – 13 month CD (5.127%) 10/17/2023  | \$120,510.61                 |
| HCU – Loan Balance as of 10/17/2023    | \$113,501.22 (7.23% - 3 yrs) |

- Fire hall and file cleanup set for November 2023.
- Invoice Availability Fees Statements to Non Users 12/1/2023
- Upload Cistern Maintenance to website
- Water Hauler's Applications were mailed with invoices.
- Overdue balances – Notify members, \$100 disconnect & \$100 reconnect fee applies to overdue balances. Amended 12/1/2023 per quorum of the board.

Finance charges were discussed on overdue balances. A motion was made to change our monthly late payment fees from \$6 per invoice to 18% finance charge on all overdue balances starting November 1<sup>st</sup>, 2023. Second, motion carried. A message will be included on October's water billing.

On Site Excavating invoice for \$6,444.83 was presented for Coyote Flats repairs. A motion was made to approve the repairs, second, motion carried. The Board approved \$9,100.51 in bills to be paid for October.

Ongoing leak issues in the Coyote Flats area. The City of Rapid City is "training" and helping to identify leaks in the area. Kirkholm's to Johnson's.

Travis Coyle submitted a Membership Transfer application for approval. Travis purchased Matie Engel's property on Stoneridge Rd on 8/16/2023. Approved and signed. A Lead Service Line Survey was mailed along with a copy of the approved application.

Ed Cook notified the association of his intent to sell his property on Belgian Court. Gerry indicated an easement would need to be signed before the property is sold. Sheely's on Triple S Dr, Emory Speers on Pine Grove and Kelly Buxbaum's on Pine Grove is also for sale and are members of the PGCWA. Dr Raymond has an old recorded easement but no map. Follow up on location.

Noncompliance members now included on our Master file of Members/Haulers/Sudbury residents.

Dallas Abbott and Zac Boysen had meters installed in the Sudbury Ranch area. They are not currently using water. Need to flush the lines before water is metered into the cisterns.

Kurt will check with the State of SD on testing for the Sudbury well and requirements.

Submitted documents at September's meeting from Banner Associates for new well connections to existing system and vault improvements were again presented. A motion was made to approve the documents, second, motion carried, documents signed.

Jim Rensch did the repair to the water leak inside the pump house.

Jan will need wording clarification for upcoming invoices to the Sudbury Ranch residents for the meter pits. Ken will look into this from the documents with Casey Skyberg.

Applications were submitted for ongoing tax exempt status to Pennington County for the pumphouse location, old firehall station and the new Sudbury Ranch well location.

All submitted door codes from board members, water haulers, Jeff and Kurt have had their codes programmed into the pump house key lock.

Short Term/Long Term Expenditures and Planning – Banner Associates has submitted probable costs to the water association for the total amount of \$159,700.00. These plans are on the docket for formal requests to contractors for cost estimates and budgeting.

Two way radios were tested and returned to the vendor due to poor performance. Flex curb stop tool?

Discussed hail damaged remote replacements paid by home owner or PGCWA? Sounds like the remote housings can be fixed for a reasonable amount? Should confirm costs to repair first to consider and bring up in a future discussion. These costs can be turned into the homeowners insurance claim for reimbursement including labor to replace damaged remotes.

Lead/Copper Service Line Survey was mailed to all members with September's invoices. The board discussed an appropriate dollar amount to charge the members if they wish to have assistance in completing the survey. The minimum dollar amount to charge to each member will be \$50.00. Any member requiring additional time will be at \$50.00 per hour.

A review of water rates and budgeting for 2024 were discussed. Future expenditures will be included in the budgeting. (See long/short term expenditures above)

Meeting adjourned at 10:10 p.m.

Respectfully Submitted by Janice Helgeson