

Pine Grove Community Water Association Monthly Meeting Agenda for October 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 Financial Report**
 - A) Outstanding Invoices for Maintenance, Purchases, Repairs, Etc.
 - 1) Don Solinsky—Belgian Court Repairs, Wipf/Wordeman Repairs & Loading of Storage Tank
- VI) Old Business (4 month resolution desired)**
 - A) Resignation of Board of Director's Position—Don Solinsky
 - 1) Requires FORMAL Letter of Resignation—Received?
 - B) Ben Simonds, Appointed Board of Director's Position to fill the Vacated Position Until the Next Annual has Declined the Offer
 - C) List of Possible Members to be Nominated and elect a Successor by the remaining Directors. (Office is held until the next Annual Membership Meeting; at such time the newly elected Director shall hold office for the unexpired term.)
 - D) Quinton Larson's Application for additional Membership—Approved
 - 1) Payment Received?
 - E) Assemble Committee to review long and short term Finances for identified Improvement Needs—Paul & Ken—Update
 - 1) List of Possible Committee Members: Mike Brummer, Orville Henrickson, Quinton Larson, Chet Roberts, Ron Smith & Linda Wordeman

- F) Paint Reservoir—Completed
 - 1) Back Up Person for Tom and Call Back Visit (Now that 100K Gallon Reservoir is back in full use)—Jeff
 - 2) Gerry Picked Up and Storing Extra Paint
 - 3) Discuss ongoing water consumption—Restrictions/Rate Increases
- G) Letter of Understanding required before extension of Main Line, etc. crossing Private Property granting an Easement to PGCWA for access for future use after completion of project. (Not Required if Easement has been signed for Existing Main Line Repairs, etc.)—Ken—Draft Copy Received
 - 1) Larson's Extension of Main Line—Gerry—PENDING
- H) Membership Emergency Contact Plan—Updated—Kurt—PENDING (All Information sent out should include All Board Members Names and Phone numbers.)
 - 1) Website/Alerts
 - 2) Email
 - 3) Text Message
 - 4) Telephone
 - 5) Direct Contact
- I) Provide List of Membership Easements—Jerry & Rose—PROGRESSING
 - 1) Signed
 - 2) Pending Signature
 - 3) Requires Revisions
 - 4) Other Actions
- J) Purchase Red Strobe Light for Pump House—Jeff—Checking w/Tom—Preparing Estimate
- K) Replacing Electrical Remote—Jeff is checking w/BH Electric—PENDING
- L) Update on Water Main Break/Repair Locations—Jeff & Kurt
 - 1) Between Belgian Court and Clydesdale Road—REPAIRED but Water Main REMAINS SHUT OFF
 - 2) Wipf/Wordeman Line
 - 3) Other Possible Locations
- M) 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

- N) Add Second Well
 - 1) Land—Board Members to meet with Kieffer Family and Kim Taylor—Jeff—PENDING
- O) Reconstruction of 3-Valves @ Pump House on W. Hart Ranch Road—Jeff—ON HOLD
- P) Pump House Drain/Scupper In Case of Inside Water Break—KEN—Tom is Preparing Estimate
- Q) SOP for Pump House (Tom will prepare)—Jeff—ON HOLD
- R) Main Line High Density Polyethylene Pipe (HDPE) Specifications for New Membership Applications—Jim—TO PROVIDE
- S) Discuss Theoretical Line Loss—Kurt—ON GOING
- T) Outstanding Payments Not Received—Rose & Kurt
 - 1) Monthly Water Usage Bills
 - 2) Annual/Monthly Fees
 - 3) Other Monies Owed

VII) New Business

- A) Fiber Optic Cable (WiFi) will be laid to the Reservoir
- B) Annual Rate Increases (January 1st, 2023) Discuss for December Approval
- C) 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.—GRANT MONIES NOT AVAILABLE
 - 4) Backup Generator—Diesel (Improvement 2 Alternative 1; \$113,400)—GRANT MONIES NOT AVAILABLE
 - 5) Water Main Improvement—Neck Yoke Rd., Coyote Flats Rd., Windmill Rd. and 2 PRV's (Improvement 3; \$336,400)—GRANT MONIES NOT AVAILABLE

- 6) SCADA System (Supervisory Control And Data Acquisition)
(Improvement 4; \$121,600)—GRANT MONIES NOT AVAILABLE
- 7) Water Main Improvement—Clydesdale Road and Neck Yoke Rd
(Improvement 5; \$153,200)—GRANT MONIES NOT AVAILABLE
- 8) System for adding chemicals—Kurt to discuss w/SD Rural Water—
PENDING
- 9) GPS Device and Laptop for Field Use/Administrator/Meeting
Information/etc.—Approximately \$1,000—Kurt & Jeff
- 10) Associated Hardware (MUELLER AMR W/2 WAY), EZ Suite Software
and 30 Meters from Milbank Winwater Co.—ON ORDER, Deliver
2nd week of October—Jeff & Kurt

D) Expenditures—Short Term Planing

- 1) Resale of 4-Poly Temporary Storage Tanks w/Shut Off Valves and
Manifold (90%-75% of Costs)—Kurt, Jeff & Ken
 - a) 1-6,250 Gallon Storage Tank has been sold
 - b) Disassemble & Winterize Manifold, Shut Off Valves and Tanks

VIII) Approve Invoices for Payment

IX) Reminder for Revisits

- A) Banner Associates-Joe Munson/Cullen Kohles
 - 1) Application for State of SD Water Plan for Future Grant
Monies—Grant Monies, Denied—Loan Monies Available (30 years
@ 2.125% Interest)—Ken—UPDATE
 - 2) Application for Loan(s)—ON HOLD @ Committee
- B) Envelopes for Monthly Billing—Print, Fold, Stuff, Stamp, Return
Address, Use Address Window Envelope and Mail.

X) Adjournment