

## **Pine Grove Community Water Association Monthly Meeting Agenda for September 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.
- VI) Old Business (4 month resolution desired)**
  - A) Consider Quinton Larson's Application for additional Membership
  - B) Assemble Committee to review long and short term Finances for identified Improvement Needs—Paul & Ken
  - C) 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) Discuss ongoing water consumption Restrictions/Rate Increases
  - D) 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
  - E) 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
- F) Provide List of Membership Easements—Jerry & Rose—PROGRESSING
- 1) Signed
  - 2) Pending Signature
  - 3) Requires Revisions
  - 4) Other Actions
- G) Purchase Red Strobe Light for Pump House—Jeff—Checking w/Tom—  
Preparing Estimate
- H) Replacing Electrical Remote—Jeff is checking w/BH Electric—  
PENDING
- I) Update on Water Main Break/Repair Locations—Jeff
- 1) Between Belgian Court and Clydesdale Road—REPAIRED but Water  
Main REMAINS SHUT OFF
  - 2) Wipf/Wordeman Line
  - 3) Morgan Court
  - 4) Other Possible Locations
- J) 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
- K) Add Second Well
- 1) Land—Board Members to meet with Kieffer Family and Kim Taylor—  
Jeff—PENDING
- L) Reconstruction of 3-Valves @ Pump House on W. Hart Ranch Road—Jeff—  
ON HOLD
- M) Pump House Drain/Scupper In Case of Inside Water Break—KEN—  
Tom is Preparing Estimate
- N) SOP for Pump House (Tom will prepare)—Jeff—ON HOLD
- O) Main Line High Density Polyethylene Pipe (HDPE) Specifications for New  
Membership Applications—??—TO PROVIDE
- P) Discuss Theoretical Line Loss—Kurt—PREPARING GRAPH—PENDING

- Q) Outstanding Payments Not Received—Rose & Kurt
  - 1) Monthly Water Usage Bills
  - 2) Annual/Monthly Fees
  - 3) Other Monies Owed

## VII) **New Business**

- A) Resignation of Board of Director's Position
  - 1) Requires Letter of Resignation
  - 2) Nominate and elect a replacement President for Board of Directors
  - 3) 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.)
  
- B) 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 Devise 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 in September—Jeff & Kurt
  
- C) Expenditures—Short Term Planing

- 1) Resale of 4-Poly Storage Tanks w/Shut Off Valves and Manifold  
(90%-75% of Costs)—Kurt & Ken

### **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)?
- B) Envelopes for Monthly Billing—Print, Fold, Stuff, Stamp, Return  
Address, Use Address Window Envelope and Mail.

#### **X) Adjournment**