

Rim Trail Domestic Water Improvement Special District Board Meeting Minutes

April 16, 2022

Held at STATION 71 OF THE WATER WHEEL FIRE DEPARTMENT in Whispering Pines.

APPROVED MINUTES ON 6.9.22

1. The meeting was called to order at 12:01 PM

2. Roll was called – Chairman Bruce Johnson (BJ), Treasurer Ray Tanner (RT) via telephone, Secretary John Tanner (JT), Vice Chairman Will Regg (WR), Parliamentarian Jeff Manley (JM) were present, and a quorum was established.

District Manager: Mario Ascoli (MA)

Public: Jesse Richardson (JR) and Harry Jones (HJ)

3. Approval of minutes of prior meeting on January 27, 2022. JM motioned to approve minutes as written, WR seconded the motion, motion passed unanimously.

4a. RT presented the Treasurer Report: RT - on account of two eye surgeries since our last meeting, RT had not been able to follow up with MA on several accounting questions nor was he able to update the treasurers report for this meeting. RT assured us that it will be done and caught up in the very near future.

4b. District Managers Report by MA: There have been two property ownership changes since last Board meeting: 502 Belluzzi Blvd and 401 W. White Tail Knob. He identified several small leaks and has notified the homeowners about the water usage and to try and repair. He had five Blue Stake requests since the last Board meeting. On Repair and upgrade projects: Install Juli Vbrock meter. Work is ongoing to locate main line on Ranch Rd. She has paid \$1500 for the installation fee and balance to follow. Leak at McCarver's House appears to have fixed itself and will observe it weekly and will do any necessary preventative maintenance necessary. Leak repaired at Well #3. AMI meter for Beluzzi Main Line will be installed between end of April and first part of May. Install pump at Draw station for Water Treatment Plant. Need to assess river flow and possible damage to the line if river floods. (Update: talked to Michael Plough for help on location of pump in river). The addition of a larger concrete meter box at Mark Pond's driveway needed to prevent damage to our main line, this will be completed in April.

For Ongoing Projects: WIFA WTK Tank Replacement – We have 3 bids for replacement of tank and will not be pursuing a 4<sup>th</sup> bid. He had another option to discuss later with Board in this Meeting. On the AMR/AMI meter installations. We have 3 bids. Need to add cost of material and labor for shutoff and back flow valves. Need to Contact Jordan Miller to partner on meter acquisition and customer support. Contacted Jordan. Can't comment due to non-disclosure but will have pricing in a few months once their new vendor contract is solidified. He assured me the best pricing as our previous vendor. On Well 2 and 3 AMR/AMI meter replacements. Need to Contact Jordan Miller for pricing, we also waiting for vendor contract to be solidified. MA explained the difference between AMR and AMI meters. AMR requires module and a drive by to read meter. The AMI requires internet access and cell communication that is more costly and tbd if viable option. In the event we can go the AMI direction, MA will verify the supplier would provide the necessary engineering to make sure everything would work properly. WR suggested setting up meeting to review bids and get this part of the project off the ground, MA agreed. WR pointed out that the AMR meters are what we originally agreed to have installed on the current WIFA loan. RT pointed out that in reference to the Julie Vbrock (JV) meter installation, not every owner has paid the assessment to get a meter and it would be required for them to pay that assessment charge to be eligible to get a meter. RT was referring to the original assessment or impact fee that was paid early on. Those records are in the Judy Bailey notebook in possession of BJ. BJ and MA will follow up and verify if that assessment applies for JV meter. RT asked about the static water level (SL) report MA gave us. Well #4 recovery is about 8' lower than its previous readings. MA will check #4 level in one week and report to Board. WR requested a weekly report to Board on the SL of #4 and that we need to keep a watch on it. MA will keep us updated on that. Regarding general questions on list of future plans: RT asked about the Turbidity issue on WTP and MA indicated there was a turbidity spike after 10 minutes of running the filter, believed to be caused by the gpm of the pump. Michael Plough agreed to assist us on identifying the cause of this. There was discussion on several of the items and prioritizing this list of future projects will be added for future Agenda items.

5. Discuss and take possible action related to:

5a. Bulletin board was replaced (for the cost of \$400) with 2 new 4x4 post, frame and Plexiglas which is now visible to read. The board is large enough now to take the reports of the Fire Department.

5b. Confirmation of required information available to the public: per JM employment records are not required information to be available to public. District Management contract, approved contracts for work, approved operations contracts should be available for inspection by public. JM asked HJ to send him an updated request of documents of items available for public information and JM will follow through with MA to get HJ those documents.

5c. Verification of proper posting of minutes, agendas, access to records and minutes: JM to check into frequency of posting for Disclosure Statement. Minutes of meetings should be posted within 3 business days of meeting on the bulletin board and suggested it be posted on the website. The Approved minutes should be posted on the website once approved.

5d. Status of White Tail Knob Tank, meter replacement: BJ took this time to announce the challenge MA is having keeping up with the WIFA Loan project and we need to investigate alternate means to manage it. BJ and MA met with the Gordian Group who is capable of Job Order Contracting like a one-stop shop to manage project. They are capable of pricing and management based on the scope of project you would present to them. BJ pointed out this is just the beginning of looking into this we are looking around at this point to fill the project management position for WIFA project. RT suggested he may know someone that could fill this position.

5e. Report on resident valve and check valve. How much and who pays for installation: BJ pointed out that district regulations require that each meter have a separate valve and check valve on owner side. Question arises when we install the new AMR meters who will pay for labor and materials to install additional ball valve and check valve on owner side – for owners that do not already have the separate valves. These valves require additional meter box, and some meter boxes are 1 to 4 boxes deep. MA estimated about 75+/- of meters are missing additional valves. MA estimated that it is about (\$250 at current rate) additional expense for labor and material to add these valves and an average of 2 boxes/meter. It is not possible to include this expense in our current WIFA Loan. There was much discussion on this, and a motion was made by WR to “The Board Approves the announcement of additional expense to install on customer side (per By-Laws Rules and Regulations 5.4 B) a separate meter box, ball valve and check valve and labor at time of install of new AMR meters at our cost and expense will be passed on to customer/owner.” BJ second the motion. Motion passed unanimously.

5f. Report on upgrade policy if available: This is in reference to improvements or upgrades to our main pipelines. Unable to report on this currently.

6. Call to the Public for non-agenda items: No additions questions from JS, or HJ.

RT under current threats of shutting down electric grid and multiple reasons for needs for back up system, he asked about the possible interest from the Board to install a solar system on Well #4 that could still supply water to the community in the event of grid being shut down. The consensus from the Board is – we would be interested in learning more about it and we can bring up as an agenda item for future meetings.

7. Call to Staff and Board Members for non-agenda updates and recommended topics for future meetings:

a. Report on upgrade of infrastructure BJ and WR

b. Look into Assessment list per Judy Bailey file

c. Starting Budget preparation for Budget Hearing: budget preparation, MA to suggest budget, June Hearing

d. Prioritize future project list JT, MA to prioritize and suggest to the Board

e. Suggested solar for Well #4 RT

f. MA to report on Static level of Well #4 on a weekly basis.

g. Confirm/discuss Project management of WIFA Loan projects

8. Possible Executive Session: None

9. Schedule for next Board meeting via Zoom: MA and BJ will suggest dates to the Board in next couple of weeks and confirm date that works best.

10. Meeting adjourned at 2:36 PM

Because of Easter weekend, tour of Well #4 will be postponed.