

**Grand Isle Consolidated Water District
Minutes of Regular Meeting May 8, 2019, 6:30pm**

Board Members Present: Michael Inners, Shannon Bundy, Judi Reposa, Lynda Morgan-Gardiner and Court Perry.

SOS Members Present: Operators Warren Steadman.

Green Mountain Engineering: Not present

Community Members Present: Emily Clark and Dahan Mohamed. Ron Bushway arrived at 6:55 pm.

Called to order at 6:34 pm.

Additions to the Agenda

Warren wants to discuss the Town Office Project

Communication from Dahan Mohamed in re: to account

Review of Meeting Minutes

Judi motioned to approve the April 10, 2019 regular meeting minutes and Lynda seconded the motion. All Commissioners were in favor, so the motion passed.

Questions from Users

Dahan Mohamed of 1 & 3 E Shore N is here to discuss the bill to resolve the water shut off for residence. Warren said that due to the poor condition of the home, any issues with water system they will not enter the house. Lien on the property for +\$1100 for debt + base rate fees. He wants water turned on and will pay \$150/mo at least. Someone is living in the house currently and there is an immediate need for the water to be turned on. Crystal at SOS told him need payment of at least ½ up front and then a payment plan for the balance. Shannon suggested two months of good faith payments and then will turn on. He said not able to do. Told user that we will discuss in executive session and get back to him.

Connection Agreement for Ciara Drive

One building with two residences, under construction, not sold yet, but want water on for future sale. Warren said no issues with distribution line. Curb stops are in. Shannon makes a motion to accept the connection and Judi seconded the motion. All in favor, none opposed, motion passed. Michael signed agreements.

Operator's Report

Warren talked about the OR

(Additional Item to Report) Valve box on Champlain Blvd and Skiff Rd is broken, which may have happened because of poor road conditions. In order to fix it, it needs to be dug, new gravel, and a new top put on, but the owner of the road is actually responsible for road maintenance and it may not be okay. More research needs to be done on who the owner is and who is responsible for the costs incurred.

Michael suggested that we approach the owners to suggest that we have the Labounty lines turned over to us. Shannon and Warren will continue to work on the issue.

Joe, Kevin, and Warren attended a meeting sponsored by the ANR's Water Supply Division. He said they developed a new permitting scheme for large projects where if the project is on a particular water system, the water system will need to become "co-permitters" of the project.

There are concerns that were raised about the verbiage of the proposal, specifically if something goes awry, will the district be liable. Additionally, there was discussion about testing for pharmaceuticals in the water supply. VT water systems are concerned because there is currently no lab in the area to test for this, and to send it out is extremely expensive. In summary, there is a lot of discussion about what is going into our water, VT is working to clean up the permitting language, and additional water testing requirements may be on the horizon.

Warren discussed the proposed new Highway Garage Facility. Jeff Parizo approached Warren about a connection agreement. He told Jeff that we need a connection agreement, but that Board might be willing to transfer the current connection agreement to the new Town Highway Garage using the current connection. Warren wanted to let us know that Jeff might approach us about it. Discussion was that we don't normally charge for a connection agreement for municipal buildings that benefit the Town; charging taxpayers doesn't seem reasonable.

Shannon asked about whether or not Calgon was called about new carbon. Warren said they have been contacted and they said to call 3-4 weeks before we are ready to replace the carbon. We will need to cut them a check before they do anything.

The entire report states:

GRAND ISLE CONSOLIDATED WATER DISTRICT MONTHLY ACTIVITIES REPORT
APRIL 2019

A: ACTIVITIES COMPLETED

1. Two samples were taken for coliform testing. Both samples were absent. Monthly backwash data was taken and the monthly report sent to the Watershed Management Division. The monthly Water Operations report was sent to the Water and Groundwater Protection Division
2. Bourne's Propane replaced the stainless steel gas line with black iron lines.
3. The water service tap was made for the new customer for 3 Shirley Lane. The home will be built as the construction season begins. A second service line was laid in the ditch for a second future home but was not connected to GICWD's line.
4. An allocation letter was sent to the engineering firm for the new Town Highway Garage.
5. The replacement rinse turbidimeter was received and installed.(warranty issue)
6. Joe and Warren attended a meeting sponsored by ANR. They reviewed the new construction permits that are being developed and discussed the status of PFAS, PPOC and pharmaceutical monitoring in Drinking Water.

B. ACTIVITIES IN PROGRESS

1. Installation of the smoke detector over the fire alarm panel was scheduled with the Royal Group (Fire Pro Tech). However we are waiting for them to reschedule.
2. The seasonal meters are being installed.

C. ACTIVITIES PLANNED OR NEEDED.

1. The corroded electrical fitting in the main electrical switch panel will be taken care of later this spring.
2. Neagley & Chase will be contacted to provide us with an estimate on the replacement of the plant piping once the State permit is approved.
3. The dead end distribution lines will be flushed later in May.
4. The carbon in GAC filter #2 (First in line) will be replaced in early Fall.

D. BILLINGS AND COLLECTIONS.

- 1, Accounts receivable as of May 1 was 37523.25
2. There was no change in the lien status. There are currently 8 liens.

Engineer's Report

Green Mountain Engineering (GME) was not present but Alan Huizenga sent an email. Michael recapped highlights.

The entire email states:

As an update for work completed since the last monthly meeting, we provide the following:

- Brad and Allison Murphy (DEC) had a lengthy conversation about the capacity study and the new Permit-to-Operate for system. She requested that GME respond to her initial review comments email in writing, which was done by email on 05/07. The response included the revised capacity study document (see attached) that accurately reflects the proposed permitted capacity that's referenced on the new Permit-to-Operate (PTO). Allison indicated that a draft version of the PTO will be issued for review in the next few weeks upon receipt of the response email and the revised capacity study.
- GME reached out to DEC to check on the status of the Filter Room Manifold project and received no response. GME will follow-up with them again in the next week.

GME is not planning on attending tonight's meeting.

Brad

Michael commented that he called Allison at the DEC in re: to Brad's email, to see why the process has stalled. There was a miscommunication between Brad and Allison, but things seem to be back on track. Biggest message is that we need to make sure the capacity study is done soon before too many more new connections are agreed to and we exceed capacity.

Treasurer's Report

Shannon told commissioners that we are not allowed to use TIAA for investments, need to use local banks and credit unions per federal regulations. Discussion was to use VTFCU instead of TIAA. Motion made by Michael to approve 3 yr term and Judi seconded it, all in favor, none opposed.

P & L and budget sheet needs to have another tweak, and Warren will resend it tomorrow. We meet, and with the exception of that issue the accounts were balanced.

Discussion of evaluations of Melissa and what our concerns and requests were, and our asks were well received. We offered her a raise of \$1.00/hour to an hourly rate of \$21.00/hr.

Old Business

1. Simon Operation Service (SOS) contract. Michael discussed the mark-up of tests of 15%, and how he asked to be included in the contract the wording about us paying Endyne (tester) directly to avoid the markup. We would have to deliver the tests, and then be billed directly. Janine offered to research the costs, but she has been unable to. We will ask her to revisit when she gets her feet back under her. Michael made the motion to accept the contract the conditions, Judi seconded the motion. All voted in favor of signing in contract, none opposed. Motion passed.
2. Capital Plan- Michael asked Court if he would be willing to join the Capital Plan committee. He agreed.
3. Investments- discussed in Treasurer's Report
4. AT & T Cell Tower- No new information to report.

New Business

1. Change in Stipend Discussion- Shannon and Michael discussed changing stipend to \$75/meeting, not paid if you do not show, and then an hourly rate for any other hours commissioners put into other activities that occur outside of the regular monthly meetings. Asked for any questions or concerns. None given. We will vote on at the Annual Meeting in December.
2. Andy Phypers officially resigned from the Board. We have to post the opening for at least 10 days. We will post on FPF, website, A & B, post office, and Town Office.
3. Newsletter - Janine is the lead, but Michael has been working on in her absence. If we want to put it in the June bill, needs to be to Crystal by June 14th. Topics to include are Capital Plan, capacity increase, rates, sign up for emergency alert, and anything else others think should be included.
4. Bonding Treasurer & Bookkeeper - Janine is the lead, tabling again until June.

Ending Regular Meeting ended at 8:07

Executive Session at 8:07

Came out of ES at 8:40 pm.

Re: The dispute of the scope of the easement on our Lovers' Lane property, we will reach out to the other party and request mediation of the dispute. If that is unsuccessful, we will consider other legal action. Shannon made the motion to take this course of action, Judi seconded the motion. Four in favor, one opposed, none abstained.

Re: Reconnection of 1 & 3 E Shore N. Options discussed were:

1. User has to pay half of the delinquency up front, and then regular monthly payments,
2. User has to pay two timely installments then we turn on, or
3. User gets water turned on immediately (we "cut him a break") and first installment of \$150 due 6/1.

Additionally, all options discussed require that the user signs a written agreement stating that the moment there is a non-payment, a breach in the agreement in any way, we IMMEDIATELY shut of the water, no warnings.

Commissioners voted 3-2 to offer option 3 over option 2. Michael will draft a written agreement and call user.

Shannon made a motion to adjourn at 8:43, Court seconded the motion, all approved.

Shannon Bundy _____ Date:_____