

Grand Isle Consolidated Water District
Minutes of Regular Meeting December, 11th, 2020, 6:30pm

Board Members Present: Linda Morgan-Gardiner, Janine Banks, Michael Inners, Judy Reposa, Tim Olver, Court Perry, Ken Mirvis

Board Members Not Present: None

SOS Members Present: Operators Warren Steadman and Joe Dannis.

Green Mountain Engineering: Not present

Community Members Present: David Banks, Shannon Bundy.

Janine Banks Called meeting to order at 6:59 PM.

Additions to the Agenda

- Shannon brought up the desire to discuss leadership roles, Michael had mentioned that it had been added to New Business.

Review of Meeting Minutes

- Shannon mentioned the need for clarification of Treasurers Report and asked to have it rephrased to “clarification required”, to avoid misinterpretation of the note. Janine confirmed that it would be modified.
- Linda asked that her last name be corrected
- Michael made motion to approve the amended minutes, Judy Reposa seconded. All were in favor.

Questions from User’s

None

Operator’s Report

SOS’s full report is attached to these minutes, discussion ensued on a few items.

- SOS brought up the lack of remote access to the HMI computer with the loss of the previous remote access program. They recommended the purchase of the program LogMeIn for the annual cost of \$350 plus setup. The Board [agreed by](#) consensus.
- Piping Project: Has begun. Kevin is the plumber for “Neagley & Chase”. Previously did all the plumbing for the GAC Project. Today they dropped off the job trailer and have most (75%) of parts required. Awaiting remaining parts to begin work.
- Warren read a letter that is addressed to our largest water user. They will now be charged 9 base rates and 9 debt services per quarter due to high usage in the third quarter
- Warren read a letter addressed to Global Net regarding past due rent and an increase in rate for 2020 rent of space on our tower. Rent increased to \$200 per month (an increase of \$25 per month). Letter has already been sent out. The payment for 2019 has been made by Global Net.
- Warren discussed multiple letters and notices regarding landlords in the district. A disconnect notice was issued and tenant paid for it but gave money to landlords. They have since been instructed to pay us directly to avoid water shutoff. Landlords are scheduled to give the payment to us.
- Warren inquired about the board’s interest in reviewing the debts that he had compiled on his own.
- Warren informed us of an emergency call from a user. SOS had to shut the water off to the house. There was 182,000 gal of water lost to the incident. The homeowner will be billed for the water loss.

Engineer's Report

Green Mountain Engineering (GME) was not present did not send an email. Michael confirmed that he has had communication exchanges

Treasurer's Report

1. Bills and Profit & Loss statement were clarified, with the exception of an identified overbudget of \$5,000, from the Calgon exchange. Suggested moving funds from the reserve to the budget to account for this as planned. Total moved from the reserve fund is anticipated to be an estimate of \$10,000. This amount is within expected expenses from previous year.
2. 2018 Audit was received late and therefore not reviewed by Shannon in time for today's meeting. Short summary from Michael Inners: We have received a positive balance from the auditor. The one suggestion was to create a policy to manage bank failure, for our savings and investments.
3. Judy had a question about the Bank CD's. "When they are at their end, what do we do with the amounts". To be evaluated by the board closer to the time of their expiration. The board has a few options of investment of the funds. Discussion ensued.

Old Business

1. Commissioner Stipend: Shannon began discussion. There was an understanding that Treasurer and Chair made an additional stipend above regular Chair members. Upon inquiry from Michael, it was learned that the Treasurer had not been historically stipend additionally, contrary to public understanding. Shannon asked for half of the expected amount, \$500. Discussion ensued on details historically and for moving forward. Michael made a motion to pay Shannon \$500 for the year, Judy seconded. All were in favor
2. Discussion ensued on the annual stipend paid to the Board leadership. Clerk is hourly, Treasurer and Chair receive a flat stipend, however there was a discrepancy on the historical amount paid and amount the Commissioners believed the position was paid. Motions were made and withdrawn. Research will be done to try and determine when this was put in place and what the dollar amount is; past minutes will be reviewed. The discussion was tabled to the January meeting.

New Business

1. Dis-functional town website vs. GICWD.com: The town website is up and running. October minutes are still missing. Suggestion to move off of town website and onto GICWD.com. Discussed risks and benefits of moving to our own website, separate from the town website. Discussed using WordPress. Clerk will investigate and bring up at the next meeting.

Michael made a motion to adjourn the meeting at 8:33 PM and Janine seconded it. All were in favor.

Tim Olver _____ Date: 12/12/2019
GICWD Clerk



SIMON OPERATION SERVICES, INC.

November 11, 2019

Mr. Michael Inners

Grand Isle Consolidated Water District
Grand Isle, Vermont 05458

Dear Michael,

Enclosed please find the following reports and activities for the water treatment facility for the month of November 2019.

1. Monthly Activities Report
2. Vermont Water System Operations Report

If you have any questions regarding this information please feel free to call me toll free at 1-888 SOS-1885.

Sincerely,

Joe Danis
Warren Steadman

cc: Facility copy

143 S. Main Street, Waterbury, VT 05676 1-888-767-18

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY ACTIVITIES REPORT
NOVEMBER 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 Drinking Water and Groundwater Protection Division.
2. SOS personnel shut the water off at 287 US Route 2 after the homeowner reported a leak in his basement.
3. Water was shut off for the winter at Sunset Cove and Ladd Landing.
4. The rupture disk to GAC Filter # 2 ruptured during plant startup. The disk was replaced with a new disk.
5. SOS personnel witnessed the tap for the new service at 247 East Shore North.
6. Water was shut off at 46 East Shore South (Coopers Bay Trailer Park) The owner had called and said that the trailer was in the process of being sold. When the meter was read it was noted that

the meter was turning with no one in the home. The owner was called and upon investigation a leak under the trailer was found.

7. We received a panic call that water was spraying due to a leak in the utility room at 551 West Shore Road in South Hero. The water was shut off and when the meter was read it was noted that 182,000 gallons of water had gone through the meter since last read at the end of September. The home had been unoccupied and a flooring company that arrived to work in the home found the leak. The owner was notified about the leak.
8. The back wash tanks were pumped as per the semi-annual required maintenance.
9. Fire Pro Tec completed the annual check of the fire extinguishers.
10. The Royal Group completed the annual check of the fire alarm system.
11. A leaking meter connection was fixed at 111 East Shore South.
12. A potential leak on Bell Hill Road was investigated. Appeared to be surface water.

B: ACTIVITIES IN PROGRESS

1. The annual flushing program is in progress. Due to the early winter weather a modified flushing program is in progress.
2. We are working with Neagly and Chase to schedule the piping project in the plant. Current plans are to complete project in early December.
3. The meter pits that are of concern are being covered with Hay.

C: ACTIVITIES PLANNED OR NEEDED

1. Media level in the Kinetico filters will be checked and media added where necessary.
2. Both storage tanks are due to be inspected during 2020.

D: BILLINGS AND COLLECTIONS

1. Accounts receivable as of December 5 was \$27128.54
2. One lien was released in November after full payment.
3. 21 disconnect notices were sent our November 22.
4. A separate disconnect notice was sent to Lucy Hutchins (Dahan Mohamed) for not meeting his payment plan. As required by statute the tenant was offered the chance to pay the current billing cycle amount)