

Grand Isle Consolidated Water District

Meeting Minutes for

Wednesday, January, 17, 2023

Held Remotely via Zoom conference call and in person at the Fish Hatchery

December Regular Meeting:

Janine called the meeting to order at 6:32 PM. All Board Members present and accounted for. SOS Operators Warren Steadman and Joe Danis were also present. Members David Banks was also present.

- Additions to the Agenda
 - Rate Setting to be added to the Treasurer's Report
- Review of Previous Meeting Minutes
 - December Monthly Minutes
 - Tim to amend the spelling on Janet Brooks, remove the E at the end of her last name in the minutes.
 - Ted made a motion to approve the minutes, Ken seconded. All were in favor.
 - 2023 Annual Minutes
 - To be approved at the next annual meeting. Tim corrected typos sent from the draft copy.
- Questions from Members
- Operator's Report
 - Warren and Joe spoke on the report.
 - Joe gave a quick update on on the Lead Survey Project.
 - Replaced Transfer switch. Warren said it went well.
 - Pratt & Smith were the general electrical contractor for this project and Joe confirmed they will be our electrical contractor moving forward. They are out of Milton.
 - Michael asked if DC Energy will continue their work on the controls. Joe said that that was the plan.
- Engineer's Report
 - Michael Mainer from A&E sent an email that Janine gave an overview of.
 - 30% Review Meeting topic. Janine had a clarifying question about the nature of this meeting. Michael clarified that this is not related to any public informational meeting, but rather a review with specific members of the board and SOS. Joe added context confirming what Michael said.
- Treasurer's Report
 - Michael spoke on the budget

- We've started the transition from our former bookkeeper to our new bookkeeper. Michael detailed this transition. Melissa will still be closing out a few items from last year but is no longer writing any checks for GICWD. Due to this transition, we do not have all of the December Bills in the budget report (Just through Dec. 9th). We look to be slightly under budget for 2023 based on the information Michael has. Warren sent out a second budget spreadsheet with a correctly labeled column (referring to the month in question) and a line item has been added for North Country Bank.
 - Rate Setting
 - Michael has the final debt and base counts from SOS. Final rates suggested by Michael:
 - Debt \$94.67
 - Base \$53.62
 - Water: \$6.03
 - Michael made a motion to set the rates as indicated above in these minutes, Ken seconded, all were in favor.
 - Michael noted that the first Bill that would have the new rates would be March. Michael mentioned this fun fact: the water charge would be 0.6 Cents per Gallon. From Ken's question: "Including debt and base the cost is 2.1 cents/gallon for a typical user."
- Old Business
 - Update on Active Projects
 - Piping Replacement Project - Bond Vote Warning:
 - We have a resolution certificate that has to be approved by the board. Michael spoke on this briefly.
 - Court made a motion to approved the resolution certificate. Michael seconded. All were in favor.
 - Michael read the warning word for word. Once the warning has been adopted, Janine will get signatures from the board, then Tim will post the warning around town.
 - Tim made motion to approve the warning, Ted seconded. All were in favor.
 - Michael shared a draft of the ballot for the bond vote over the screenshare, for reference.
 - Court made a motion to approve the ballot. Ken seconded. All were in favor.
 - Some discussion ensued about posting the warning.
 - Lead Survey Project
 - Discussed during Operators Report.
 - Tech update
 - new tech sub-committee
 - From the previous month's meeting, it was determined to form a new tech sub-committee for making decisions on the allocated funds for the tech budget.

- Some discussion ensued. The purpose of the tech sub-committee would be to review ideas and proposals for tech services. Michael noted the committee should do their due-diligence for researching options (in the form of quotes, RFP's, etc.).
 - Janine suggested Tim, Joe Danis (from SOS), and a 3rd board member for the tech sub-committee.
 - Michael made a motion to appoint a technology committee including Tim Olver, Ken Mirvis, Ted Kriss and Joe Danis to do research and make recommendations to the board on the topic of tech efforts. Janine seconded. Court had a question of whether regular members of the water district can be on the sub-committee. Michael answered yes. All were in favor.
- Website quote, previously approved by the board as part of the operating budget. Kevin has reached out to Alpine Media.
 - Janine had a question regarding the Alpine Media quote and that there would be a presentation. Kevin to let Tim know when to add this to a future regular meeting.
- Domain: Kevin mentioned that we should claim the "gicwd.org" domain, rather than the "gicwd.com" domain that we've been using previously. Some discussion ensued on this. Ken and Kevin suggested that we should retain them both. Kevin said this would cost us roughly \$11 per year, to own the domain.
 - Michael made a motion to acquire the domain "gicwd.org". Ken seconded. Janine abstained. All others were in favor.
- Cyber Security
 - Kevin mentioned that we should be avoiding personal contact information from being associated with GICWD for both personal security and security of GICWD.
- New Business:

Tim made a motion to adjourn at 7:41, Ted seconded. All were in favor

Grand Isle Consolidated Water District P.O. Box 9, Grand Isle, VT 05458

<http://www.GICWD.com>

Respectfully Submitted: Tim Olver _____ Date:
 _____ GICWD Clerk



SIMON OPERATION SERVICES, INC.

January 17, 2024

Ms. Janine Banks
Grand Isle Consolidated Water District
Grand Isle, Vermont 05458

Dear Janine,

Enclosed please find the following reports and activities for the water treatment facility for the period of December 16 to January 12, 2024

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

If you have any questions regarding this information, please feel free to call us at 802-244-7420.

Sincerely,

Joe Danis
Warren Steadman

Cc: Facility copy

**GRAND ISLE CONSOLIDATED WATER DISTRICT
MONTHLY REPORT
DECEMBER 16, 2023 TO JANUARY 12, 2024**

ACTIVITIES COMPLETED

1. Two samples were taken for coliform testing. Both Samples were absent. Monthly backwash data was taken and the monthly report was sent to the Watershed Management Division. The monthly Water Operations Report was sent to the Drinking Water and Ground Water Protection Division.
2. The new generator transfer switch has been installed and tested. The project took six hours with the power to the water plant shut off.
3. The new Pearl Street subdivision water line was charged, tested and disinfected.
4. The water was shut off at 51 Pearl St. at the request of the owner after the tenant was evicted and the pipes froze and burst.

ACTIVITIES IN PROGRESS

1. Meters requiring repair are being replaced with radio read meters.
2. The blow-off at the end of Old Marsh Road was knocked over by the contractor/owner of the lot at the end of Cedar Point. He has agreed to fix it after we get the necessary piping.
3. The four replacement turbidimeters have been ordered from Hach.

BILLINGS AND COLLECTIONS

1. Accounts receivable as of January 12, 2024 was \$109,201.
2. One lien was placed on a user in December.
3. The balance of the outstanding liens is \$12,158,49
4. Nine users have used the ACH draft to pay their accounts in December.