

**ICR WATER USERS ASSOCIATION**  
**Board of Directors Meeting, Inscription Canyon Ranch Sales Office**  
June 29, 2010 Meeting Minutes

**DRAFT**

Those Present:

**Board Members**

Bill Meyer, President  
 Jimmy Stoner, Vice-President/Secretary  
 Tom Sullivan, Treasurer  
 Curt Anderson, Director

**Contract Staff**

Chris Williamson – Water System Operator

**Member Guests**

Harvey Roberts	Gene Leasure	Shirley Leasure	Eileen McGowan
Irene Roberts	Clint Poteet	Charles O'Brien	

1. **Call to Order** - The meeting of the ICRWUA was called to order at 9:00 A.M. by Bill Meyer.
2. **Roll call of the Board – Bill Meyer, Tom Sullivan, Jimmy Stoner, Curt Anderson**
3. **Approve the 6/29/10 Agenda**

The Board approved the Agenda scheduled for today’s meeting.

4. **Review Minutes of the May 25, 2010 Board Meeting.**

**Motion:** Jimmy moved to waive reading of the 5/25/10 Minutes; Tom seconded; motion carried.

**Motion:** Jimmy moved to accept the 5/25/10 Minutes; Tom seconded; motion carried.

**5. Reports**

**a. Operator’s Report** – Chris Williamson was late in arriving for the meeting, so Tom reviewed the May Water Use Report. He stated that a total of 2,109,000 gallons of water was pumped for the ICR system. A total of 17,429,000 gallons was pumped for the TRR system; therefore, the total gallons pumped was 19,538,000.

Chris Williamson of AQuality advised that the last tank today from the old ICR Pump House is being removed, with the Water Company receiving \$1,650 for it. He discussed that a decision will have to be made regarding the piping, etc. He stated that if it is removed, to correctly abandon the line, a little bit of the street will have to be dug up. That one piece of street will have to be dug up anyway because one or both valves are leaking there, and it will have to be dug up to fix the valve(s).

Chris gave Tom three copies of the forms to be completed for the water quality report, which forms are to be given to ADEQ. One set is for the internet and one is for very small systems. He advised that the person who either puts it on the internet or gives it to the person who puts it on the internet, will need to certify that this was done. The customers will need to be advised in their billing where they can find the report on the internet, or if requested, a copy can be mailed to them. This form is a federal requirement that is administered by ADEQ. Chris will e-mail the ADEQ address to Tom. Jimmy to advise Cynthia

and Cheryl that they are to provide notice to the customers with their billing that they can either obtain the report on the web site, or they can request a copy be mailed to them.

***Action Item: Jimmy and Curt to get together with Beth to post the water quality report on the website. Jimmy will also notify Cheryl and Cynthia to provide notice to customers with their next billing that they can either obtain the report on the website, or that they can request a copy be mailed to them.***

***Action Item: Chris to provide ADEQ's address to Tom and Jimmy.***

***Action Item: Tom to complete the forms to be given to ADEQ, and then give a copy of the completed forms to Curt and Jimmy to be put on the website.***

The Board approved the process of Tom completing the forms, mailing them to ADEQ, giving a copy to Jimmy and/or Curt; and then Jimmy and/or Curt providing the report to Beth to be posted on the internet; and that the notice of the water report be provided to customers in their next bill.

Chris advised that he doesn't get the water use data to produce the Pumping Summary until after the bills are sent out, accounting for the month delay in getting the information to the Board. Chris advised that there has been some difficulty getting meters on and off his read list and spreadsheets. At one point, he had three meters assigned to the Talking Rock Lake: The old meter, the new meter, and then a phantom meter appeared and recorded 22,000,000 gallons of water. This has been a problem since the transition to Wallace & Assoc. It was agreed that immediately after the meters are read, Chris will provide a pumpage report (showing how much came from the wells, how much water went to the golf course, etc.) from the meter read date to the end point of the previous billing. He will provide this pumpage report to the Board at each month's meetings. At the end of the month, Chris will prepare the complete water use report that he is currently preparing, with all information on it.

Chris advised that he added a column for production loss, specifically for ICR Well No. 1, where, as the well starts, it diverts water, and when it stops, it does the same thing. All the other wells feed through the meter, so there is no diversion. If you're using Well No. 1 consistently, that amounts to 1,400 to 1,800 gallons per on-off cycle. This time of year, it's cycling almost every day. Chris timed it yesterday and it took 2 minutes and 15 seconds from the time the water got to the top of the well head until it was completely shut down. It starts off at 600 GPM, and as the back pressure kicks in, it drops to 400 GPM. Chris advised that both of the ICR wells discharge water on start up, and with Well No. 1, the meter is after the discharge point. Bill added that the reason for this is that as you start up the well, it brings up sediment which is discharged to clear the water.

Bill stated that he ran some numbers this year for both well fields: for water pumped vs. water sold. The total pumpage for ICR to present date is 6,930,000. Total water sold is 6,894,455 gallons. The total difference between pumped and sold is less than 1%. For TR, the total water pumped is 39,652,000. The water sold is 39,758,000. So, we sold 0.2% more than we pumped. Both systems are quite tight with error well under 1%.

Tom advised Chris that he hasn't been able to locate October 2009 and February 2010's production. Chris will e-mail both of these to Tom.

***Action Item: Chris will e-mail October 2009 and February 2010's production to Tom.***

## **b. Committee Reports**

- **ARC Report** – Eileen McGowan stated that very little action is going on. They have not had any new requests for buildings or additions. Their finances have not changed as of this date, but

that will be occurring as some of the projects they're already received get finalized. Eileen discussed the proposed garden on Lot 99. She indicated that the homeowners installed some posts that are appropriate to the aesthetics of the neighborhood. She stated that the homeowners have been requested to install wood fencing, cover the posts, etc. to make it look very aesthetic for the neighborhood. She advised that on Lot 44, the owners have been contacted, stating that the driveway has been approved, but the RV garage has not been approved.

- **Operations Committee –**

**Air Test** – Bill advised that they ran an air test on June 18, 2010, on the TRR well field. In attendance were Chris Williamson, Curt Anderson, Chris Catalano from Southwest Groundwater Consultants for Harvard, and Bill Meyer. They followed the regular procedure required in the Amended Restated Water Services Agreement (ARWSA). The test results were as follows: TR Well 1, the air production was 3.47% by volume; Well 2, the air production was 1.63% by volume; and for Well 3, air production was 0.96%. They also measured the depth of water to see if there is relationship between depth of water and air production, and they had a very strong one on Well 2, which allowed them to fix the pump. The Amended and Restated Water Services Agreement says that if the air production in 1 or 2 goes over 3.5% within the period of warranty of the well until September 15, 2010, then Harvard is required to take corrective action. Bill wrote up a brief of the air test and sent a copy to Chris Catalano for comments in case Southwest Groundwater had different results. Both Chris Catalano and Bill check the information on site, and they both agreed with the numbers they both had. Bill would like approval from the Board to send the results of the air production test to Harvard. After Jimmy gets Bill the dates for the Bills of Sale for Wells No. 1 and 2, he will complete the information to be sent to Harvard. Bill will give what he puts together to the Board first for comment, and then it will be sent to Harvard by e-mail and by letter.

**Motion: Jimmy moved that Bill send the air production test results for the air testing done on the TR well field since the Company took ownership of Talking Rock Well No. 1 and Talking Rock Well No. 2, and the date for which the Company changed the pump in Well No. 2; Tom seconded; motion carried.**

**ACC Order Compliance** – Bill advised that there are 10 Best Management Practices. Seven had been complete, and Curt just rewrote the remaining three and sent them to Bill, who forwarded them to Harvard. Jimmy stated that they reformatted all eleven in a draft form, and then decided that BMP's 9, 10, and 11 required Harvard action, so they submitted a draft to Harvard. Jimmy believes that Harvard needs to concur that what the committee wrote that Harvard is going to do, is in fact what they are going to do. Clint advised that he did not get them, so a copy of them was given to Clint at this meeting. This item has been put on hold for Clint's review. Clint advised that he should have an answer tomorrow.

- **Meter Reading** - Tom advised that the software companies sent him information on handheld meter readers. The prices range from \$1,000 to \$2,600. Through his investigations, there is no lack of billing software companies and meter readers. It is important to make sure that the software is compatible with the meter readers. This item was deferred until a later time.

**c. Committee Meetings –**

- **Storage Lake As-builts, Meter, Valve**

**(1) Establish Date to Discuss Infrastructure on New Pond**

Bill stated that the infrastructure includes tie-in to our existing infrastructure and meter. It was agreed that the date to discuss this is will be July 9, 2010, at 1:00 p.m., at the ICR sales office.

- **Molly Way Status –**

- (1) **Committee of the whole, Operator, O’Brien and Taylor (set date to discuss)**

- A tentative date to discuss the Molly Way status is July 6, 2010, at 1:00 p.m., to be held at the ICR sales office.

## 6. Old Business

- a. **ICR Web Site Status – Tabled until next meeting**

- b. **Review Action Items** – Jimmy reviewed the action items. The open items are:

- Bill to work on getting well registration at Long Meadow Ranch straightened out.

- Bill to meet with Operations Committee and include EOP’s within its scope.

- Asset Committee work with Chris W. for documentation on all Molly Way repairs, replacements and testing that has been done.

- The Board will ask Clint for the as-builts. Final landscaping and Co. signoff has happened.

- Jimmy will coordinate a date next week with John Payne and Chuck O’Brien to go through the records.

- The Assets Committee schedule a meeting with Talking Rock to start the infrastructure acceptance process for the new storage lake.

- Chris will get a price for a “sanitary seal,” and if it’s not too expensive, he will purchase and install it. Price for seals are \$75 each. Chris will order 7” casings.

- Bill will set up a meeting with Jimmy, Clint Poteet, and John Noyes to discuss the three TRGC BMPs.

- Chris to call the fire department to have the WC fire hydrant tested and painted yellow.

- Chris will e-mail Clint about installing a backflow valve on the Jacuzzi, and copy the Board.

- Tom will call Cynthia to discuss the depreciation reserve accounts requirements and the possibility of setting up accounts.

- Tom to consult with Cynthia on how to arrange keeping a couple of file drawers of records at Wallace & Assoc.’s office.

- Tom and Jimmy will get together to discuss and evaluate cost allocations between TRR and ICR further, and perhaps do an analysis for the next meeting.

- Re: Maintenance/Upgrades discussion - Jimmy forward a copy of the Asset Data Base to Curt.

**Public Comments:** There were no public comments.

**Motion:** Curt moved to adjourn the meeting; Tom seconded; motion carried.

Meeting adjourned at 9:46 a.m.