

# **Pine Grove Community Water Association**

## **Monthly Meeting Agenda**

**For February 2025**

**I) Call Meeting to Order**

**II) Introduce Guests:** ~~Diane James~~

**III) Items From the Floor to be Added to the Agenda**

**IV) Minutes of the Last Meeting – December 2024 Minutes**

**V) Discuss Financial Report**

**A) Budget 2024 and Long Term Budget**

- 1) Bookkeeping and Banking
- 2) Approve Invoices for Payment

**B) Outstanding Payments**

- 1) Monthly Water Usage Bills
- 2) Annual/Monthly Fees – water rate increase for 2025 – CPI + 2% - In Dec. minutes
- 3) Late Fee Charges – ~~Diane James~~ Lead line survey noncompliance fee
- 4) Other Money Owed – Leak Rate charges for ~~Ray Strain~~ and ~~Brad Madsen~~

**VI) Old Business**

**A) Membership Emergency Contact Plan—Updated—ON GOING**

- 1) Website
- 2) Email
- 3) Text Message
- 4) Telephone
- 5) Direct Contact

**B) Provide List of Membership Easements—Gerry—ON GOING**

- 1) Signed – 108 Recorded, 186 Members, 141 Member Users
- 2) Pending Signature –
- 3) Larson mainline extension easements -

C) Update on Water Main Break/Repair Location

D) Sudbury Well

1) Land – Levinsky – Sudbury

2) Sudbury Well Update

a) 36" Diameter steel cover – insulation and locking

b) Lot cleanup and drainage grading – Gerry

c) Set up Sudbury well exercise plan

E) Discuss Theoretical Line Loss

**VII) New Business**

A) Application for Membership and other Documents

B) Expenditures—Long Term Planning

1) Leak Repairs

a) On going projects and costs

2) Equipment Repairs

a) On going projects and costs

3) Through 7) Items as listed in the Feasibility Study

C) Expenditures—Short Term Planning

1) Pump House

a) Re-plumb piping – suggested to upgrade to 4" diameter pipe

2) Sudbury Well – water meter, security fencing, vault floor drain, electric cover lock

3) Find contractor for 3 main line meters to be installed at N & S Pine Grove Road  
and Ember Road

**VIII) Reminder for Revisits**

**IX) Adjournment**