

CLEAR CREEK PINES UNIT TWO
WATER WELL USERS ASSOCIATION, INC.
OCTOBER 14, 2017 BOARD MEETING
Minutes

Meeting Date: October 14, 2017

Board Members in Attendance: John Chappel, Randy Garrison, Joe Giuliano, Jennifer Haggard, Rick Johnson, John Korcal, Steve Lightfoot, Joe Miller, Ron Perryman, John Popp, Scott Unglaub

Board Members not in Attendance: Jo Fuson, Myndi Brogdon

Called to Order: The Water Well Users Association Board Meeting was held in Clear Creek Pines Unit 2, Lot 33 on October 14, 2017. The meeting was convened at 2:03 pm, with President Joe Miller presiding.

General Overview:

- Attendance was noted.
- Copies of the meeting agenda were distributed.

Water System & Lake Issue. Inspect the installed plumbing on Lot 33 to answer the question; is the community water system providing water to the lake?

- John Popp addressed persistent accusations that have recently escalated on using the community water system to fill the lake on his property. The latest being the loss of 15,000 gallons (1 tank) of water at the community well this past Spring.
- John Korcal provided a history of the 4" line connection with the community water system on lot 33 and why it was approved by the Board 20 years ago.
- Prior to the meeting John Popp uncovered the plumbing lines to allow the Board members to view the plumbing system. The Board toured the property as John Popp explained how the plumbing operated and answered questions to confirm there is no use of community water to fill the lake. The lake water level is maintained by a private well on lot 33 that pumps water as needed throughout the year.
- Steve Lightfoot collected electric power cost and usage data from APS for both the Community Well/Water System and John Popp's property. The reports were provided to the Board members along with the APS billing history for the electric usage on John Popp's property.
 - The reports showed significantly increased electrical power usage on John Popp's property during the months he pumps water into the lake from his private well.
 - The reports for the Community Well/Water System showed consistent monthly and annual power usage that were significantly less than John Popp's power usage during the months John Popp filled his lake with his private well.
 - The graphs of power usage are attached as a reference.
- In conclusion, the Board was reasonably satisfied with the explanation and demonstration and unanimously agreed that the community water system is not being used to fill the lake.
- It was noted that John Popp's private well has served the community water system as a water source during a well pump failure in a past year.
- A letter will be drafted for the community outlining these findings and reiterating the conclusion made by all members present.

Confirming the Directors are Property Owners:

- Per the By-Laws, each Director must be a property owner and all Directors were requested to bring in evidence of ownership.
 - Rick Johnson, Steve Lightfoot, Jennifer Haggard, Joe Miller, John Chappel, Randy Garrison and Scott Unglaub provided printed documentation. Jo Fuson, Joe Giuliano, John Korcal and John Popp's ownership records were compared and validated against the Coconino County Assessors website.
 - Myndi Brogdon was not in attendance, however, she sent an email prior to the meeting stating she was not a property owner and did not qualify to be on the Board per the by-laws.
 - Ron Perryman is not a property owner and does not qualify to be on the Board per the by-laws.
- Due to these disqualifications, the number of Directors is reduced from 13 to 11.
- To update the corporation recorded documents, Steve Lightfoot and Jennifer Haggard will amend the By-Laws and update the Articles of Incorporation accordingly.

Officer Election

- It was determined the initial Officer election held during the September 3, 2017 Board Meeting was invalid due to two ineligible Board members casting votes (Myndi Brogdon and Ron Perryman).
- The Board agreed to conduct a re-election via email.
- Nominations:
 - Joe Miller for President, motioned and seconded
 - Steve Lightfoot for President, motioned and seconded
 - Joe Giuliano for Vice-President, motioned and seconded
 - John Korcal for Vice-President, motioned and seconded
- Remaining positions were unchallenged: Jo Fuson, Treasurer; Jennifer Haggard, Secretary; Scott Unglaub, Operations Maintenance Officer; Randy Garrison, Water Quality Liaison
- The Board will have until November 1, 2017 to cast their electronic votes

Status on Water Tank Repair:

Although the tank is currently offline, the welds are holding and there are no leaks. It is ready to be sanitized and brought back on line as early as possible before winter. The Board agreed unanimously that the tank will be sanitized in compliance with ADEQ water quality standards by the water system operator Don Ascoli of Rim Country Water Testing.

Low Water Pressure Issue/Update on Pressure Pump Maintenance:

- The low pressure problems noted by the owners of Lot 16B that are observed on some water fixtures, but not all water faucets are likely related to an issue on property and are not a system issue. For pressure situations like this, it is recommended that the owner check the stop and waste valve and faucet flow restrictors for blockage.
- The pressure pump has been thoroughly cleaned and reinstalled along with a new impeller. Currently at 38 PSI, the Board agreed to try an adjustment to the PSI before replacing the pressure pump.
- It is recommended to add another float and relay to reduce the well pump starts with longer run duration to maintain adequate water level in the storage tanks.. Joe Miller and Joe Giuliano will perform this installation.

Add Water Sample Valves on Water Line End Points:

- Steve Lightfoot proposes building one secondary water sampling hydrant at the main entrance of the community on lot 10. When this water sample hydrant installation is successful, then complete the remaining 3 secondary water sample access hydrants
- The Board agrees and Scott Unglaub will perform this work.
- Background Information: ADEQ water sampling requirements: The water system operator Rim Country Water Testing, Don Ascoli has defined a sampling plan with ADEQ approval that has been in progress since June 2016.
 - The water line has 2 primary radial branches with primary sampling points defined at lot 18 and lot 52.
 - If a water sample fails a monthly test, resampling at 2 secondary sample points (upstream and downstream from the failed primary sampling point) is required.
 - There are 4 secondary sampling points that use the existing end of the line hydrant valves.
 - The end of line hydrant valves are below ground making it difficult to take water samples and risk water contamination.
 - Install water sampling frost free valves above ground with lock boxes to provide accessible and clean water sample stations.
 - If this water sample installation is successful, complete the remaining 3 secondary water sample access hydrants
 - Example water sampling hydrant - Picture of Verde Glen sampling hydrant. Courtesy of Water Operator Don Ascoli.



Delinquent Assessments:

- [REDACTED]

Fix Leaning Block Wall at the Well Site:

- In lieu of repairing the block wall, Scott Unglaub proposes removing damaged section of wall and installing gates. This will resolve the issue and allow secondary access to the well. Board unanimously agrees.

Purchase 12 Blue Valve Markers Stakes for Inventory:

- Joe Miller will find a vendor and procure.

Install Fire Hydrant valve and Hose Connection on Road Facing Water Storage Tank

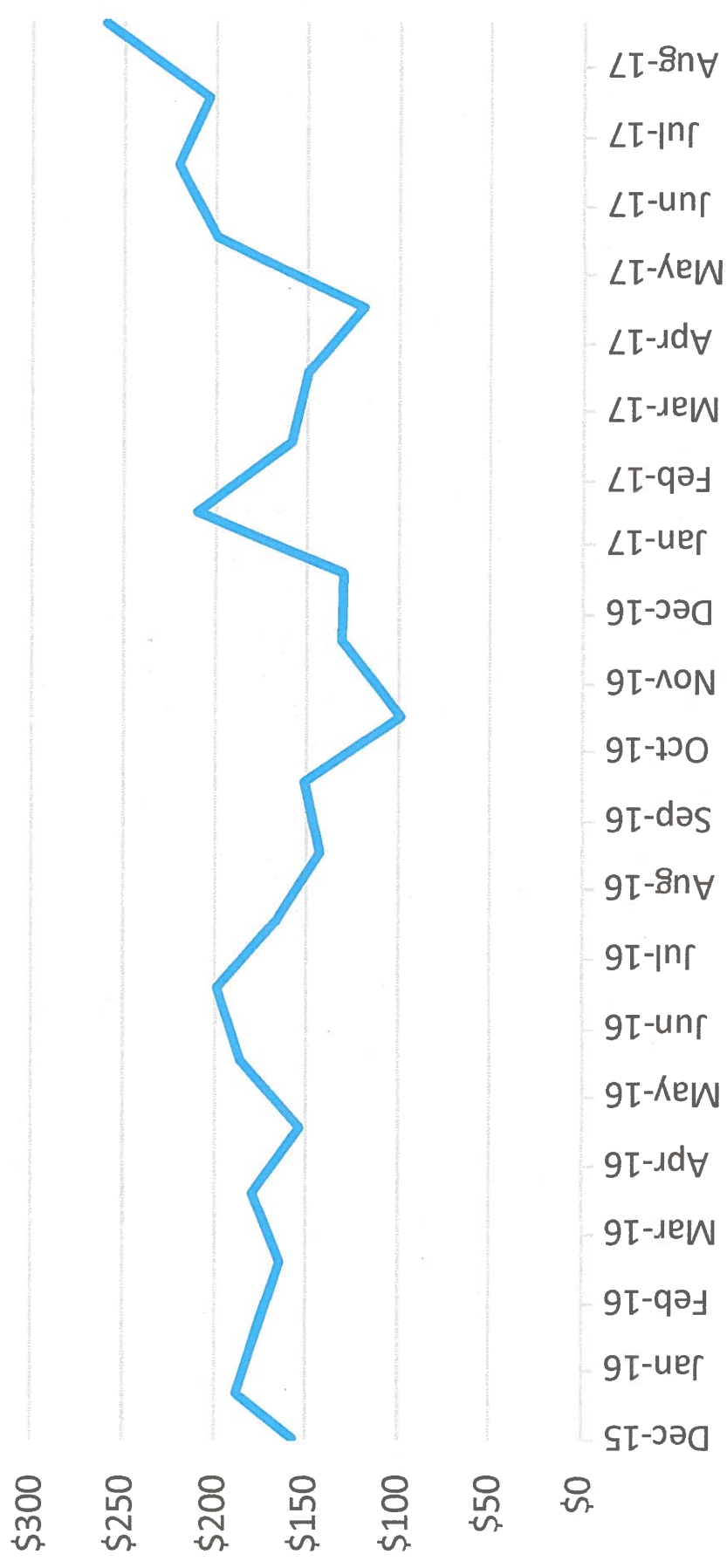
- Scott Unglaub will perform this work.
- It was also agreed that combination locks will be used instead of keyed padlocks.

Other Business:

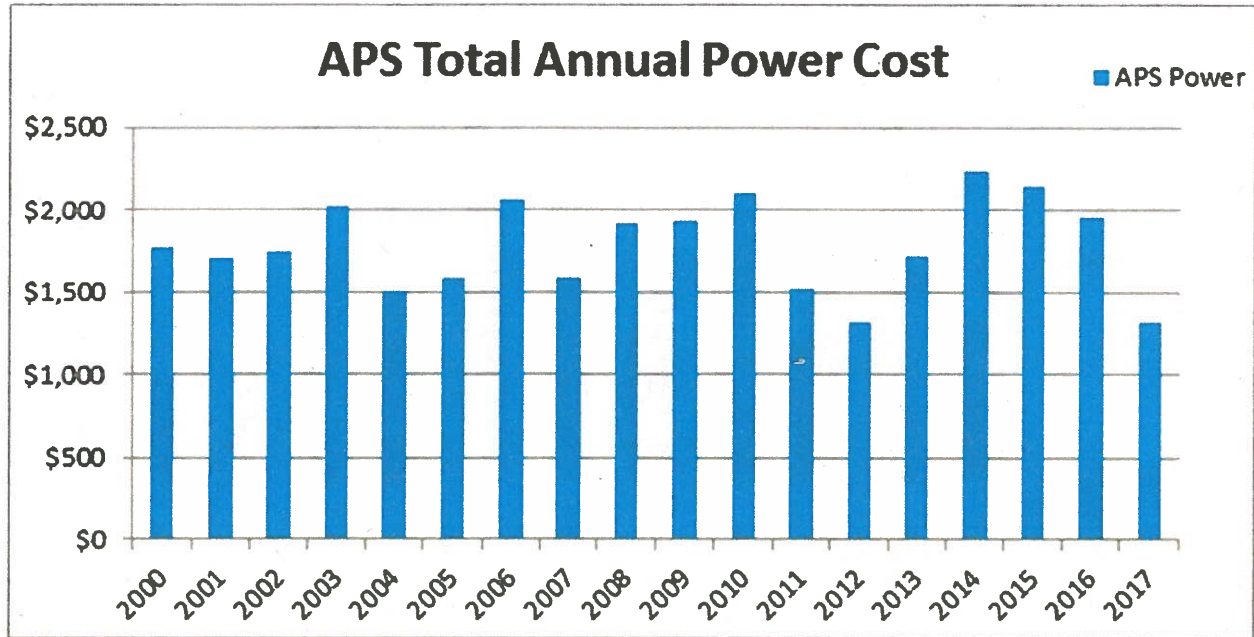
- Is the Well prepared for winter?
 - Heat tape has been installed on the valves and the heaters will be turned on when necessary.
- Dissemination of Treasurer responsibilities
 - Steve Lightfoot has been in touch with Chase and has obtained a signature card for Jo Fuson. Will coordinate a transfer of duties with Jo upon her return from vacation (Oct 24).
- Letter to community regarding lake concerns on Popp's property
 - Will be drafted by Jennifer Haggard and sent to the Board for review and feedback
 - Will include a reminder for property owners to winterize their homes.
- Compliance with ADEQ Water Quality Standards:
 - Related to placing the repaired storage tank into operation, the Board discussed the need to maintain compliance with ADEQ Water System Operation with the following actions.
 - ✓ All testing and sanitizing procedures shall be compliant with ADEQ Water Quality Standards.
 - ✓ During the course of water system maintenance, when the water system is opened up to replace pumps, valves or fix broken lines the water system operator shall be contacted to intervene with sanitation and testing as needed to prevent water contamination and to be compliant with ADEQ Water Quality Standards.

The meeting adjourned at 4:21 pm.

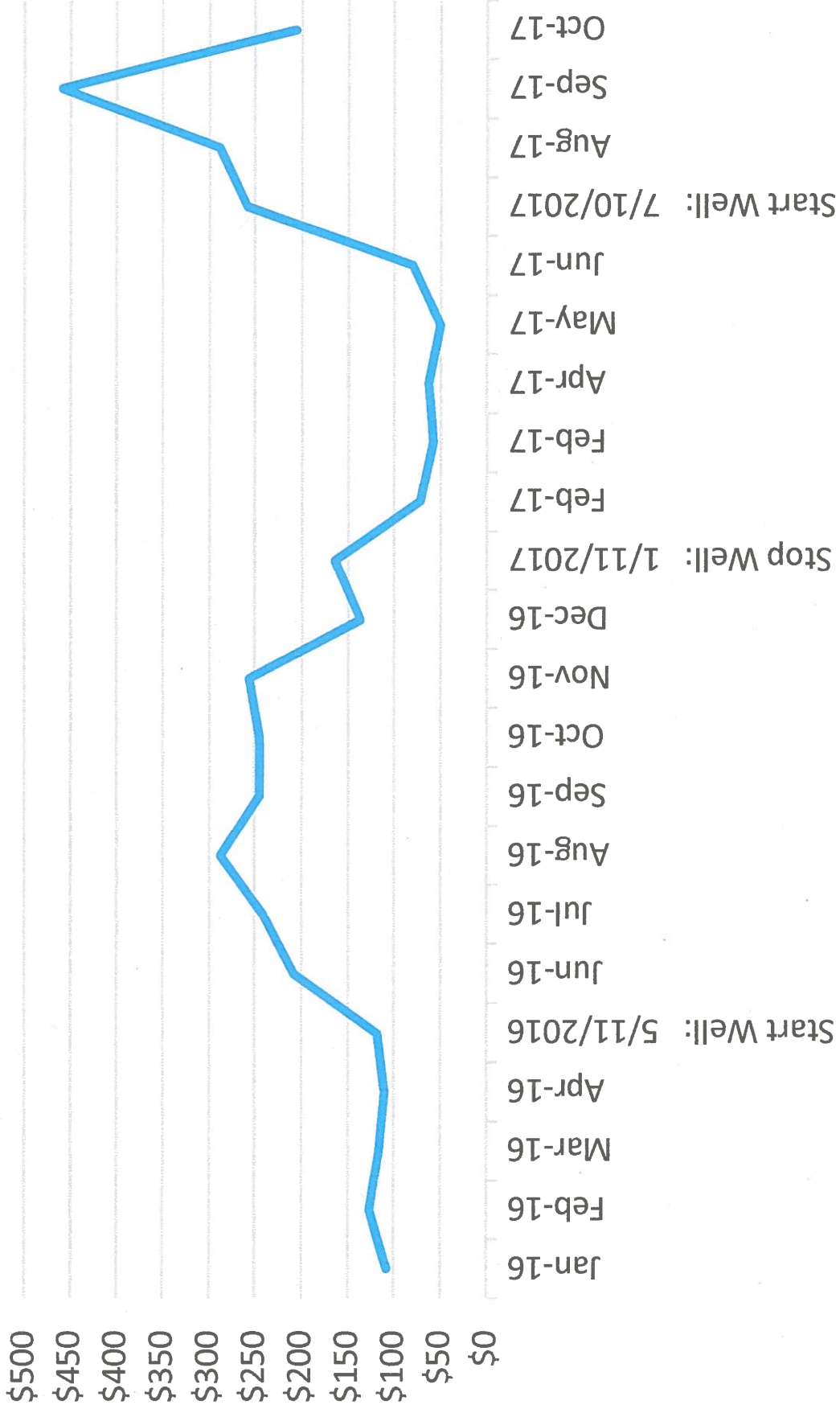
Power Bill - Water System



Water System Power Usage



Power Bill - 215 Ridge Rd





your bill is ready, autopay will be applied on october 24, 2017
[manage autopay](#)

total amount due : **\$388.57**

charges for electricity services

for service at: 215 RIDGE RD, HAPPY JACK,...

bill date: **october 09, 2017**

plan: **time adv 7pm-noon**

[view bill](#)

charges for this month

[view your usage history summary](#)

billing days	on-peak charge	off-peak charge	fixed charges	other charges & credits	taxes fees	total charges	average cost
32	\$28.12	\$128.47	\$16.73	\$18.68	\$13.81	\$205.81	\$6.43

[explanation of charges](#)

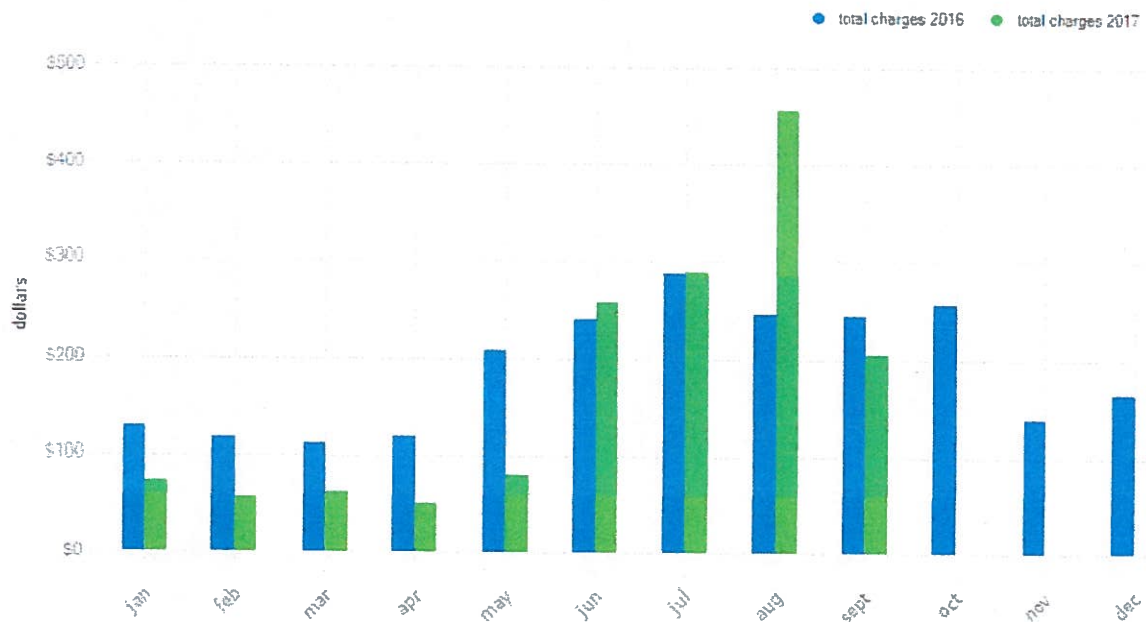
charges breakdown per month

charges breakdown

[download billing data](#)

[graph](#) [table](#)

more views : [total charges](#) | [on-peak](#) | [off-peak](#) | [taxes fees](#) | [fixed charges](#)





your bill is ready, autopay will be applied on october 24, 2017
[manage autopay](#)

total amount due : **\$388.57**













previous bills

for service at: 215 RIDGE RD, HAPPY JACK,...

bill date: october 09, 2017

[view bill](#) 

plan: [time adv 7pm-noon](#)

bill date	billing days	total charges	average cost	bill
10/09/2017	32	\$205.81	\$6.43	view bill 
09/08/2017	30	\$456.46	\$15.22	view bill 
08/08/2017	32	\$288.73	\$9.02	view bill 
07/10/2017	31	\$257.83	\$8.32	view bill 
06/07/2017	30	\$80.31	\$2.68	view bill 
05/10/2017	30	\$50.05	\$1.67	view bill 
04/07/2017	31	\$62.34	\$2.01	view bill 
02/28/2017	27	\$56.07	\$2.08	view bill 
02/09/2017	33	\$72.37	\$2.19	view bill 
01/11/2017	31	\$164.43	\$5.30	view bill 
12/12/2016	29	\$137.06	\$4.73	view bill 
11/08/2016	31	\$256.05	\$8.26	view bill 
10/11/2016	30	\$245.45	\$8.18	view bill 
09/12/2016	30	\$245.62	\$8.19	view bill 
08/10/2016	32	\$287.22	\$8.98	view bill 
07/12/2016	30	\$241.13	\$8.04	view bill 
06/10/2016	29	\$207.80	\$7.17	view bill 
05/11/2016	31	\$118.11	\$3.81	view bill 
04/12/2016	29	\$110.29	\$3.80	view bill 
03/14/2016	29	\$116.28	\$4.01	view bill 
02/12/2016	33	\$127.09	\$3.85	view bill 
01/13/2016	31	\$108.44	\$3.50	view bill 
12/31/2015	1906	\$128.85	\$0.07	view bill 

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results per page [view all](#) 