



TO: PSWID Board of Directors

DATE: April 18, 2019

FROM: Cato Esquivel
District Manager

RE: **DISTRICT MANAGERS REPORT – AGENDA ITEM 5E**

ADMINISTRATION

We are preparing the hardware, server and desktop CPUs for the new accounting software. Our IT tech is uploading MS Office Exchange platform onto our server and the desktop CPU's. We continue to have discussions regarding migrating the old server into the new server while still be able to provide service to our customers. Also, we are discussing a backup plan in case the server migration takes longer then anticipated or fails.

We are also considering discontinuing the "door hanger" notification process. It takes a great deal of time and labor to create each door hanger. Then, it takes at least two field operators to deliver these notifications. That is 3 FTE's that are pulled away from performing there administrative or field duties. We spend over \$600.00 on door hangers every quarter. In lieu of door hangers we will begin notifying our customers of pass due accounts in their billing statement. The notification will be in bold red print "**YOUR ACCOUNT IS PAST DUE**". We will also add if the account isn't brought up to date "by" we will discontinue service "on" this date.

OPERATIONS

Discovered broken 6-inch SCH-40 PVC main at Conifer Ln and Woodland Trails. The pipe was installed on native material and backfilled with native material. The cause of the break appears to be a 10-inch rock that was under the pipe. The area where the break occurred was at a driveway entrance. The rock caused the pipe to split horizontally. The section of pipe was replaced with C-900. The line was flushed, chlorinated and placed back into service.

During the early hours of the following day, we had another break in Conifer Ln just north of Whispering Pines Rd. This was also existing 6-inch schedule 40 PVC pipe that split. A rock under the pipe had perforated a small hole in the pipe. It has been leaking for some time based on the rock we discovered at the leak where the leak had bored a 1-inch circular hole through it. The section of pipe was replaced with C-900. The line was flushed, chlorinated and placed back into service.

Staff began excavating the hillside at the Canyon Tanks site, roughly about 150,000 cubic yards. This is being done to create enough space to accommodate a new 200,000-gallon storage tank. This will allow us to construct the new steel tank while keeping the existing tanks online and in operations.

We had several tanks and well sites surveyed. This was done to make sure we were not encroaching onto the neighboring properties. We discovered potentially three parcels that may be in dispute with adjacent property owners with the property that the District owns. One is with a gas company, one with a trailer park and the other with a resident. We have requested that they show proof of purchase and any other documentation that may support their position.

MR-1 sample for mercury came back negative. We are now working with ADEQ on what is required to be completed and or implemented before we can bring MR1 back online. We have requested permission to begin flushing the well into Pine Creek. Also, since MR1 has been inactive since 2014, we are required to provide results for acute contaminants, total coliform bacteria, nitrate and nitrite and provide samples for IOCs- arsenic, barium, cadmium, chromium, cyanide, fluoride, mercury, selenium, antimony, beryllium, and thallium. Results are due no later than May 1, 2019 to ADEQ.

Tank Farm

As you may recall we discovered that the stand by generator is not connected to our well, booster pumps and other essential components within the electrical sub-panel. We have secured bids to address this and other sites with stand by generators. We are in the process of reviewing the bids received and planning on selecting a contractor sometime soon.

Portal 4

As you may recall we have reached out to Portal 4 Domestic Water District to discuss a water interconnect that could provide 1 million gallons per month to PSWID. The initial discussions were regarding the rate per 1000 gallons of water. We suggested a tier rate approach that could be beneficial to both districts.

On Friday, March 22 I met with PCCDWID Board member Bob Langley and their District Manager Harry Jones. We discussed the interconnection between the two water distribution systems under SR 87 in and around the Strawberry Hollow Community. We will also discuss the potential rates, options and other details.

I will be arranging a meeting with the Water Resource Advisory Committee to discuss the meeting with PCCDWID, particular stipulations associated with the potential water sharing agreement.

OPERATIONS CIP

Extending 6-inch Main

As part of the Strawberry Ranch 2 project we discovered an existing 6-inch PVC main on Juniper Rd. The 6-inch main extends north about 350-feet along an easement on Tanner Ralls (E. Ralls Grandson) property. The 6-inch main is SCH 40 PVC. We are working with local and JOC contractors on extending the 6-inch main about 200-feet to Fossil Creek, then extend it north approximately 500-feet on Wagon Wheel, then another 1,000-feet west on Fossil Creek from Wagon Wheel.

We discovered that we have a 20-foot easement along this parcel going north and south. This will allow us full access into the property to extend the 6-inch into Fossil Creek and west to loop in the existing distribution system.

This project is under design and will be advertised for bids within the next couple of months.