

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on February 20th, 2023, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

Director's present and participating: Brandon Grosh, President; Bill Vanek, Vice President; Debbie Smith (Zoom), Secretary; Roger Huff (Zoom), Member at Large;

Members Not Present: Dave Hymes, Treasurer;

Employees Present: Lee "Chuck" Winagura, General Manager; Kelly Mielke, Bookkeeper; Santa Carruth, Bookkeeper;

Employees Not Present: Sean Hartman, Operator;

Others Not Present: Carlos Bravo, Self Help Enterprises;

Open Session:

1. **Called to order** at 623 PM by Chuck Winagura

2. **Update on the Fluoride Mitigation Project:**
 1. Tanks scheduled for demo March 11th, weather permitting.
 2. Issues with XiO regarding price points and other issues. QK looking into different companies currently.
 3. QK Meeting minutes reviewed.
 4. Mobilization of drilling rig scheduled for March 25th, weather permitting.
 5. Bolted tank requirements reviewed and QK Engineers are double-checking formulas.

3. **Previous Meeting Minutes:**
 1. Approve meeting minutes from the January 16th Board Meeting

Bill Vanek, Motion to Approve
Roger Huff, Seconds
3 Ayes, 0 Nays, 1 Abstain.

4. **Questions & Comments regarding items on the Agenda:** None

5. Items not listed on the Agenda:

1. Zach Blue from Pacific Partners Insurance Agency (PPIA), PPMWC's new broker, explained how we are underinsured. GM to work with him to help identify the current costs of assets for purchase and construction. PPIA will aim to get a minimum of 2 insurance bids, Allied Public Risk WaterPlus and CalMutuals, for review at the March board meeting. Workers Comp is to be reviewed in October to find savings.
2. Application and Certificate for Payment #3 from United Field Services

Brandon Grosh, Motion to Approve

Roger Huff, Seconds

4 Ayes, 0 Nays, 0 Abstain

3. Discussion of Claim Submittals for reimbursement.

6. Customer Complaints/Concerns: None

7. Review and Approve Financial Reports:

1. Approval of January Financial Reports

Roger Huff, Motion to Approve

Brandon Grosh, Seconds

4 Ayes, 0 Nays, 0 Abstain

8. Review and Approve 2024 Budget and CIP

1. Approval

Roger Huff, Motion to Approve

Bill Vanek, Seconds

4 Ayes, 0 Nays, 0 Abstain

2. Not all CIP funds used in 2023.
3. GM to look over rates for restructuring. Presentation to be made at the March Board meeting.

9. Financial Monthly Update:

1. ACH and Zelle payments discussed. Santa is communicating with ABS regarding how to receive and track Zelle payments. Zelle is free to set up while ACH will cost a monthly nominal fee.
2. Kelly is working with the CPA regarding audit requirement changes based on the project and our loan.
3. One payment to United Field Services was made and two to Quad Knopf.

10. Verizon to AT&T switch

1. Verizon service has been very poor for some time in Pinon Pines. Unless the phones are connected to Wi-Fi, reception is very limited. Proposed to switch to AT&T and purchase hotspot since Zito is unreliable as well.

Brandon Grosh, Motion to Approve
Bill Vanek, Seconds
4 Ayes, 0 Nays, 0 Abstain

11. Potential Change in Meter Upload/Billing Period in ABS

1. Limited time so the topic was tabled until the next meeting.

12. Employee time and wage to be discussed in closed session

Brandon Grosh, Motion to Approve
Bill Vanek, Seconds
4 Ayes, 0 Nays, 0 Abstain

13. Neighboring Property Discussion

1. Owners have been busy moving dirt and compacting a pad. There is still no confirmation as to what the property is being used for.

14. Water Quality Association Convention:

1. Short on time, topic skipped but Board decided via email conversations to send GM to the convention.

15. Water System Managers Report:

1. Water Quality
 - a. Distribution Bacteriological samples are negative.
 - b. Running Annual Averages of Inorganics and Metals were reviewed. All wells have different quarterly quality sample requirements, but PPMWC will begin having all wells sampled for Fluoride, Iron, Manganese, and Arsenic to begin blending calculations.
2. Operations Report
 - a. 2 leaks detected during meter reading and no major breaks in the system.
 - b. 2 locations have potential leaks and are being observed.
 - c. Well 7's water table is ~2' below the surface. Only Well 7 is being used Mon – Fri to try and lower the water table and prevent well artesian. All Wells will be use through weekends.

Meeting adjourned at 7:55 PM