

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 21st, 2023, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

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

Members Not Present: Brandon Grosh, President;

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

Employees Not Present: Sean Hartman, Operator in Training;

Others Present: Carlos Bravo (Zoom), Self Help Enterprises;

Open Session:

1. **Called to order** at 6:01 PM by Chuck Winagura
2. **Update on the Fluoride Mitigation Project:**
 1. Nothing new to report. We are still waiting on the FBA approval and no further action is required at this time.
3. **Previous Meeting Minutes:**
 1. Approve meeting minutes from the January 25th Board Meeting

Roger Huff, Motion to Approve

Bill Vanek, Seconds

4 Ayes, 0 Nays, 0 Abstain.

4. **Questions & Comments regarding items on the Agenda:** None
5. **Items not listed on the Agenda:** None
6. **Customer Complaints/Concerns:** None

7. Review and Approve January Financial Reports:

1. Approval of January Financial Reports

Roger Huff, Motion to Approve

Bill Vanek, Seconds

4 Ayes, 0 Nays, 0 Abstain

8. 2023 CIP/2023 Revised Budget:

9. Financial Monthly Update:

1. A follow up on the RCAC Extension needs to be done. QuickBooks is still being developed online but everything seems to be on track.

10. Water Distribution Operation in Training Update:

1. Sean has applied for his D1 exam and has been accepted. He needs to schedule the testing next.

11. Water System Managers Report:

1. Distribution bacteriological samples are negative.
2. There were multiple leaks due to the freezing temperatures, but most were small and handled quickly. Well 7 has been approved and back online since Feb 8th.

12. GM 2023 Annual Goal Review:

1. Goal update.

13. Policies and Procedures:

1. Owner Tenant Agreement(s)

Roger Huff, Motion to Approve

Bill Vanek, Seconds

4 Ayes, 0 Nays, 0 Abstain

2. Excessive Water Usage

a. Up the average from 1220 CuFt to 1500 CuFt

b. EWU levied charges shall be based on number of infractions as follows

1. 1st - \$25, 2nd \$50, 3rd \$75, 4th \$100, 5th \$250 and the BOD reserves the right to shut off service.

Roger Huff, Motion to Approve

Dave Hymes, Seconds

4 Ayes, 0 Nays, 0 Abstain

3. Leak Forgiveness/Water Usage Reduction

a. Policy to be written based on the following.

1. Customer must give Verbal or Written request. (Form to be developed)
2. 1 forgiveness per year
3. If professional services made the repair, an invoice must be submitted to PPMWC.
4. If it is a DIY repair, PPMWC must do an inspection of the work and a receipt of parts must be submitted.

Roger Huff, Motions to Approve

Dave Hymes, Seconds

4 Ayes, 0 Nays, 0 Abstain

4. Manager is to check to see if there is a Water Theft Policy. If not, is to develop one.

14. Drought Preparedness Plan:

1. Due by June 1st to the State.

Meeting adjourned at 7:39 PM