

## MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on March 19<sup>th</sup>, 2023, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

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

**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;

**Others Not Present:** Carlos Bravo, Self Help Enterprises;

### Open Session:

1. **Called to order** at 6:01 PM by Chuck Winagura
  
2. **Update on the Fluoride Mitigation Project:**
  1. Bolted Tank issue resolved and fabrication to begin.
  2. Weather has delayed the tank demo until the end of March.
  3. QK Meeting minutes reviewed.
  4. Mobilization of the drilling rig was delayed due to weather and soil conditions.
  
3. **Previous Meeting Minutes:**
  1. Approve meeting minutes from the February 20<sup>th</sup> 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:

1. Board has requested we purchase 2 hard hats to keep on hand.

**6. Customer Complaints/Concerns: None**

**7. Review and Approve Financial Reports:**

1. Approval of February Financial Reports

Roger Huff, Motion to Approve

Bill Vanek, Seconds

4 Ayes, 0 Nays, 0 Abstain

**8. Financial Monthly Update:**

1. United has submitted 2 bills that need to be resolved.
2. \$30K to be transferred from the checking account to the grant account.
3. Electricity is going up, but production is going down.
4. 11 red tags were delivered with 0 shut-offs.
5. Property at 804 Sutter has been Clouded.
6. April Newsletter to include information on accepting Zelle.
7. No more claims will be accepted after March 29<sup>th</sup> to allow State Water Resources Control Board (SWRCB) Division of Financial Assistance (DFA) to close their fiscal year.
8. Claim 5 has been approved and claim 4 is missing a few items. QK will submit the missing invoices to the DFA for approval of claim 4.

**9. Potential Change in Meter Upload/Billing Period in ABS Billing Software**

1. Discussion tabled.

**10. Water Quality Association Convention**

1. GM learned a lot about the mitigation of certain minerals to begin the development of CIP for the coming years. Manganese is the mineral to be handled after the Fluoride Mitigation Project.

**11. On Call/Standby Policy**

1. Add in a line regarding payment of 1 hour of current pay rate per day of standby.

Roger Huff, Motion to Approve on approval of lawyer review

Bill Vanek, Seconds

4 Ayes, 0 Nays, 0 Abstain

## **12. Water System Managers Report:**

1. Water Quality
  - a. Distribution Bacteriological sample was positive for Total Coliform.
  - b. 3 repeat samples were taken.
  - c. 5 samples will have to be done in April versus the normal 1
2. Operations Report
  - a. 2 leaks detected during meter reading and no major breaks in the system.
  - b. SCADA system needs a radio study to determine if proper communication can occur. It is scheduled for April 2<sup>nd</sup> .

**Meeting adjourned at 7:36 PM**