

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on April 24th, 2024, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

Director's present and participating: Brandon Grosh, President (attended from 5:00 - 6:00); Debbie Smith (Zoom), Secretary; Dave Hymes, Treasurer; Roger Huff, Member at Large;

Members Not Present: Bill Vanek, Vice President;

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

Employees Not Present: Sean Hartman, Operator;

Others Present: Carlos Bravo (Zoom), Self Help Enterprises; Rasem Akari, Shareholder; Diane Dobos-Bubno, Shareholder; Greg Hughes, Shareholder; Raquel Messenger, Shareholder; Steve Messenger, Shareholder; Eric Anderson, Shareholder;

Open Session:

1. **Called to order** at 5:07 PM by Chuck Winagura
2. **Update on the Fluoride Mitigation Project:**
 1. The first quarter update has been reviewed and submitted to the SWRCB DFA. Moving forward, each quarter update must contain a discussion of compliance with preconstruction mitigation requirements adopted in the California Environmental Quality Act (CEQA).
 2. Industrial Control & Design (ICAD) conducted a radio study and submitted their report recommending a 40' tower at the Motor Control Center (MCC) and a 10' piece of 2" pipe to be mounted to the top rail of the new tank being constructed.
 3. QK Biweekly Progress Meeting minutes reviewed.
 4. QK Daily Reports reviewed.
 5. Change Order #4 (Agenda has listed as #6 but it is #4)
Roger Huff, Motion to Approve
Dave Hymes, Seconds
3 Ayes, 0 Nays, 0 Abstain.
 6. Electrical Plans have been updated to account for the Supervisory Control and Data Acquisition (SCADA) changes and the MCC.
 7. Claims 4 & 5 have been accepted and processed on 4/4/24 and will take 5 – 6 weeks to receive the reimbursement.

8. Claim 6 has been submitted and approved and is currently with the disbursement department.
9. The budget adjustment letter has been updated from 28 weeks to 61 weeks. It has been completed and is ready to be turned in to the State Water Resources Control Board (SWRCB) Division of Finance (DFA) along with the construction extension request and amended loan approval upon Board review and approval.

Brandon Grosh, Motion to Approve

Roger Huff, Seconds

4 Ayes, 0 Nays, 0 Abstain

3. Previous Meeting Minutes:

1. Approve meeting minutes from the March 19th Board Meeting

Roger Huff, Motion to Approve

Dave Hymes, Seconds

3 Ayes, 0 Nays, 0 Abstain.

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

5. Items not listed on the Agenda:

1. AT&T is working perfectly. Zito has not been working but the AT&T hotspot has been more than adequate to supplement.
2. Open discussion with Shareholders regarding the Fluoride Mitigation Project to answer any questions they had. Plans were shared and displayed electronically for review. The over-excavation of the site was explained and the reasoning behind it in order to alleviate concerns of the size of the project. It was reiterated that this project has been ongoing for nearly twenty years and is a result of a requirement by the local primacy, the State Water Resources Control Board.

6. Customer Complaints/Concerns: Six shareholders were present and some shared how they weren't happy with the location since it is at the entrance to the community. One shareholder stated that we need to pause the project and look into relocation, or he would seek legal counsel against us. Discussions were had regarding putting the tank underground, moving the entire project to the West, surrounding it with trees, and making the tank lower and wider. There was a concern of the decibels of the pumps as

well. It was stated that we did not know the decibel level, just that it was 2-30 Horsepower pumps inside the building.

The Board of Directors voted to consider pausing the project if there wasn't a large financial obligation to the construction company, engineering firm, any other company, or would cause any problems with State Funding, while possible alternatives were explored.

Roger Huff, Motion to Approve

Dave Hymes, Seconds

3 Ayes, 0 Nays, 0 Abstain

GM to investigate financial implications incurred if project is paused/halted for a period of time.

7. Review and Approve Financial Reports:

1. Approval of March Financial Reports

Roger Huff, Motion to Approve

Debbie Smith, Seconds

3 Ayes, 0 Nays, 0 Abstain

8. Financial Monthly Update:

1. We will continue to use our own funds before borrowing from the revolving line of credit that is in place. We may be able to pay one more set of invoices before we need to borrow against the loan.
2. Kelly is reconciling claim information with Pam in order to ensure records are correct.
3. Kelly has begun to train Santa on Accounts Payable and it will be an ongoing training. Santa will be learning Accounts Payable on top of her current role as Accounts Receivable.
4. Currently there are 6 titles clouded in the community.

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

1. Discussion tabled.

10. Water System Managers Report:

1. Water Quality
 - a. 5 Distribution Bacteriological samples were taken as a result of the positive result of one sample in March. All samples collected were negative for Total Coliform.
 - b. PFAS testing requirements are now in place. PPMWC has signed up with the Sacramento State Office of Water Programs to have the first testing done for free. GM recommends that any continued PFAS testing be outsourced due to the precise sampling procedures in place.
2. Operations Report
 - a. leaks detected during meter reading and no major breaks in the system.
 - b. Installation of a new hydrant was requested. The placement of the new hydrant just below the tank sites could assist in uninterrupted service via temporary lines should an issue occur with the lines or valves at the tank site.

Roger Huff, Motions to Approve

Dave Hymes, Seconds

3 Ayes, 0 Nays, 0 Abstain

Meeting adjourned at 6:49 PM