

## MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on May 23<sup>rd</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; Dave Hymes, Treasurer (Zoom); Debbie Smith, Secretary;

**Members Not Present:** Brandon Grosh, President; Roger Huff, Member at Large;

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

**Employees Not Present:** Sean Hartman, Operator;

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

### Open Session:

1. **Called to order** at 6:02 PM by Chuck Winagura
2. **Update on the Fluoride Mitigation Project:**
  1. FBA approved for the initial amount and an amendment for the extra funding is expected to be approved in 2 – 3 months. A meeting with QK, SHE, PPMWC, and the DFA is scheduled to take place on the 24<sup>th</sup> of the month.
3. **Previous Meeting Minutes:**
  1. Approve meeting minutes from the February 21<sup>st</sup> Board Meeting  

Bill Vanek, Motion to Approve  
Debbie Smith, Seconds  
3 Ayes, 0 Nays, 0 Abstain.
4. **Questions & Comments regarding items on the Agenda:** None
5. **Items not listed on the Agenda:**
  1. Annual Shareholder Meeting, will it be a combined mailer or one from PPMWC as well as the HOA?
6. **Customer Complaints/Concerns:** None

**7. Review and Approve February & March Financial Reports:**

1. Approval of April Financial Reports

Debbie Smith, Motion to Approve

Dave Hymes, Seconds

3 Ayes, 0 Nays, 0 Abstain

**8. Financial Monthly Update:**

1. 3 properties were “Clouded” with the Kern County Clerk’s office.
2. There were multiple invoices not sent from Zalco between 2021 and the present. Our yearly testing budget will be over because of this.
3. Santa is doing well with Accounts Receivable. There is more work involved and it is currently still evolving as we learn to navigate ABS and the new rate structure as well as customer communication.
4. Red Tags will be delivered June 6th

**9. Water System Managers Report:**

1. Distribution bacteriological samples are negative.
2. EAR and CCR have been submitted along with an updated Emergency Notification Plan and a couple of other plans.

**10. Policies and Procedures:**

1. Owner Tenant Agreement(s) (On Hold for Drought Contingency Plan)
2. Excessive Water Usage (On Hold for Drought Contingency Plan)
3. Leak Forgiveness/Water Usage Reduction (On Hold for Drought Contingency Plan)
4. Employee Policy Information Update (On Hold for Drought Contingency Plan)

**11. Drought Preparedness Plan:**

1. The BOD has reviewed the Drought Preparedness/Contingency Plan line by line. A few minor changes need to be made but approved overall. A power point presentation of the new Drought Contingency Plan will be put together and delivered to the customers at the annual shareholder meeting.

**Meeting adjourned at 7:43 PM**