

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on August 20th, 2024, 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, Secretary; Roger Huff, Member at Large;

Members Not Present: Brandon Grosh (Zoom), President; Dave Hymes, Treasurer;

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

Employees Not Present:

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

Open Session:

1. **Called to order** at 6:05 PM by Chuck Winagura

2. **Update on the Fluoride Mitigation Project:**

1. Carlos reviewed the quarterly report.
2. Interim inspection by the SWRCB and DDW. Everything went well and is on track.
3. QK Biweekly Progress Meeting minutes reviewed.
4. QK Daily Reports reviewed.
5. Pay App #9

Roger Huff, Motion to Approve

Debbie Smith, Seconds

3 Ayes, 0 Nays, 0 Abstain.

6. Loan draw #1 has been processed and we will need to increase our loan amount by \$500,000. An email needs to be sent to RCAC with the request, in-house financials, and a 1.5% closing cost will need to be paid once the increase is ready.

3. **Previous Meeting Minutes:**

Approve meeting minutes based on an amendment from the June 18th Board Meeting to add the specific names of the new bank signers and remove the old names.

Roger Huff, 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. OR State BIN completed.
2. Change Order from ICAD to remove XIO and Capture Design Changes on the SCADA

Roger Huff, Motion to Approve

Bill Vanek, Seconds

3 Ayes, 0 Nays, 0 Abstain.

3. Color choices for the blending station building. BOD requested color swatches based on their color choices from the PDF's given by the subcontractor. Color choices are as follows:

- a. Building and Trim
 1. Rustic Red
 2. Coffee Brown
 3. Saddle Tan
 4. Brown Stone
- b. Doors
 1. Light Stone
 2. Desert Tan

6. Customer Complaints/Concerns:

1. A customer stated that a realtor had shut off their water to show the house being sold next to him. Since the two properties share a bull-headed service lateral, shutting one off increases pressure at the other. Customer would like to know the possibility of a bigger water line and how can we ensure realtors do not turn off their water.

7. Review and Approve Financial Reports:

1. Approval of July Financial Reports

Roger Huff, Motion to Approve

Debbie Smith, Seconds

3 Ayes, 0 Nays, 0 Abstain

8. Financial Monthly Update:

1. Santa has been taught how to do everything Kelly did.
2. 50 Late Notices have gone out.
3. SC, BV, DS, and RH have signed the Bank Packet. GM is to take the packet to the BOD President to have him sign as well.
4. Credit Fraud was caught on the GM's card. GM was able to verify that this charge was not done by us since there is a detailed record of every fuel purchase. The card has been

canceled and a new one is being issued along with a dispute of charge filed with the bank.

9. Current Software (Billing Software)

1. BOD wants to use the system in order to save labor & time. They want to know if there is a price lock for “x” years they can get and possibly bring the price down. What happens if the company goes under? Are we able to run without a contract to pay monthly as a trial. BOD is allowing GM to make the final call since a decision needs to be made by September 1st.

10. SB 3 water Shutoff Changes for Policy Amendment

1. SC provided a comparison of the current policy dates and the new dates. A policy amendment will begin to be drafted.

11. Water System Managers Report:

1. Water Quality
 - a. No changes in water quality.
 - b. BacT’s for August are negative.
 - c. LCR Testing
 1. Testing is being done in the community. The State prefers the same homes to be tested as before but changes can be made if homes do not meet qualifications or if nobody lives there currently.
 - d. LCR Inventory
 1. Inventory needs to be done of the service laterals on both the customer and utility side.
2. Operations Report
 - a. Verbal report summary given by GM.
 - b. GM has spoken with a teacher at the Water System Tech program at College of the Canyons regarding an open position with PPMWC. The teacher will see if anybody is interested in the position.

Meeting adjourned at 8:11 PM