

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on November 28th, 2023, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

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

Members Not Present:

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

Employees Not Present: Sean Hartman, Operator;

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

Open Session:

- 1. Called to order** at 5:58 PM by Chuck Winagura

- 2. Update on the Fluoride Mitigation Project:**
 1. Due to start in February
 2. Reviewed meeting minutes from QK/Unified/PPMWC meeting
 3. Well Approval Letter from the State
 4. Reviewed Signage and Staging of Well Field for the project
 5. Reviewed Current Cash Flow submitted by Unified

- 3. Previous Meeting Minutes:**
 1. Approve meeting minutes from the October 17th Board Meeting

Roger Huff, Motion to Approve

Bill Vanek, Seconds

4 Ayes, 0 Nays, 1 Abstain.

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

5. Items not listed on the Agenda:

1. RCAC Loan Extension & Increase (try to keep current terms)

Roger Huff, Motion to Approve

Bill Vaken, Seconds

5 Ayes, 0 Nays, 0 Abstain

2. Discussion about setting up consultant agreements with individuals and/or other local water companies

6. Customer Complaints/Concerns: None

7. Review and Approve Financial Reports:

1. Approval of October Financial Reports

Roger Huff, Motion to Approve

Dave Hymes, Seconds

5 Ayes, 0 Nays, 0 Abstain

8. Financial Monthly Update:

1. All data from 1997 to the present has been integrated into QuickBooks online and Kelly will begin to train Santa on it.
2. Bill Pay has been established through the bank.
3. Deferral of 2024 budget development and use 2023's.

Brandon Grosh, Motion to Approve

Roger Huff, Seconds

5 Ayes, 0 Nays, 0 Abstain

4. 50 late notices went out and 34 were currently unpaid at the time of the meeting.

5. Claim #4 review and approval

Roger Huff, Motion to Approve

Bill Vanek, Seconds

5 Ayes, 0 Nays, 0 Abstain

9. Water System Managers Report:

1. Distribution bacteriological samples are negative.
2. Manganese future concerns need to be addressed. Possibly through filtration but more research needs to be done.
3. Hire an electrician to repair Well 4 electrical panel
Brandon Grosh, Motion to Approve
Roger Huff, Seconds
5 Ayes, 0 Nays, 0 Abstain

10. Potential New Software Review:

1. Current Software (Billing)
 - a. Multiple questions and concerns need to be addressed. It is subscription-based.
2. Maintain X (CMMS)
 - a. GM recommends this software in the future once the Fluoride Mitigation Plant is up and running but not needed now. It is subscription-based.
3. Meter Reading Upgrade (Bluetooth system and new software)
 - a. GM noticed some minor issues and the new software is subscription-based. Recommendation is to try new antennas for now.

11. No meeting in December. Next meeting Jan 16th.

Meeting adjourned at 7:36 PM