

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 20th, 2019 at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

Directors present and participating: Brandon Grosh, President; Larry Borcharding, Vice President; Dave Adams, Treasurer; Karen Laumbach, Secretary

Members Not Present: John Everroad, Member at Large

Employees Present: Austin Mielke, General Manager; Kelly Mielke, Bookkeeper

Others Present: Dave Warner, Self Help Enterprises

Open Session: 6:00 PM

1. Call to order: Brandon Grosh

Old Business:

2. Approval of the October 15th board of directors meeting minutes:
Larry Borcharding Motioned, Dave Adams seconded. 4 in favor, 0 opposed, 1 not present.
3. Austin and Dave Warner updated the board on the fluoride mitigation project grant application. The SWRCB environmental department will be updating the cultural survey that was completed in 2008.

Public Presentations:

4. **Questions & Comments regarding items on the Agenda:**
 - a. None
5. **Items not listed on the Agenda:**
 - a. none
6. **Customer Complaints/Concerns:**
 - a. None

Financial Matters:

7. **Financial Report:** Kelly reported on the financial status of the company and the financial happenings of the previous month. 35 late notices went out this quarter, red tags will be handed out the week after Thanksgiving. Currently the company has \$325,000 in its bank account.
8. **2020 Budget:** Brandon Grosh motioned to approve the proposed 2020 budget with a \$5/month rate increase, Larry seconded. 4 in favor, 0 opposed, 1 not present.

The directors chose not to approve the CIP plan and requested a revised meter installation plan that consists of purchasing supplies in phases instead of upfront.

9. Mutual Benefit Corporation Update: Brandon will follow up with the attorney on the completion of the change.

10. Bank Signers: Brandon Grosh motioned to remove Bruce Gendron and Brandon Zvara from the bank account signers list and add Dave Adams and Karen Laumbach. Karen Laumbach seconded, 4 in favor, 0 opposed, 1 not present.

Operation Matters:

11. Manager's Report: Austin reported on the system's water production, water table level, and the operations of the water company over the past month.

- a. Water conservation discussion: no new discussion.
- b. Water Quality Report: Nothing new to report.
- c. Meter Installation Project: The board discussed purchasing a large quantity of the meters and supplies for the project at the beginning of 2020 to get bulk pricing and save on shipping. It was decided that it would be in the best interest of the company to purchase the meters and supplies in smaller groups due to the relatively small savings that would be achieved. Austin reports that there are 3 meter pairs remaining to be installed.

12. Request for well meter repair: Austin presented 2 estimates for well meter repairs. He explained that at this time he is only in need of one of the meters. The directors suggested that he only have the less expensive meter repaired and hold onto the other meter to be repaired if we end up needing it.

13. Cross Connection Specialist Contractor: Austin introduced the two backflow specialists that have offered their services to the company. The board requested a contract from Dave Wasserman, formerly of Kern County Environmental Services.

Meeting adjourned: 7:45 PM