

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on September 15th 2020 at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

Directors present and participating: Larry Borcharding, Vice President; Dave Adams, Treasurer; Karen Laumbach, Secretary; John Everroad, Member at Large

Members Not Present: Brandon Grosh, President

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

Others Present: None

Closed Session:

1. Called to order at 6:17 PM by Larry Borcharding.
2. No discussion needed- agenda error.

Open Session:

3. Called to order at 6:18 PM by Larry Borcharding.

Old Business:

4. Larry Borcharding motioned to approve the June 16th meeting minutes. Karen Laumbach seconded, 4 Ayes, 0 Nays, 1 Not Present.
-Karen Laumbach motioned to approve the July 21st board of directors meeting minutes. Dave Adams seconded, 4 Ayes, 0 Nays, 1 Not Present.
-Karen Laumbach motioned to approve the August 18th board of directors meeting minutes.
Dave Adams seconded, 4 Ayes, 0 Nays, 1 Not Present.
5. Dave Warner updated the board on the progress on the grant application and funding agreement: Currently we are awaiting the application to go through approvals of a lot of people at the State, it should take 2-3 months to get the draft construction funding agreement. The funding agreement will tell how much funds we are being given, what we can spend it on, and what we need to do to qualify. Also, we may need to get a construction loan to pay contractors while waiting for state funds. The Rural Community Assistance Corporation, RCAC, is a nonprofit that works with districts to loan the money during construction. Interest rates are usually very low. Final engineering completion date is March 31st, assuming state gives Pinon pines the funding agreement by December 31st.

New Business:

- 6. Questions & Comments regarding items on the Agenda:** The date of the meeting on the agenda is wrong, it should have been September 15th.
- 7. Items not listed on the Agenda:** Eric Blakely, who is doing work for the HOA is interested in working for the water company.
- 8. Customer Complaints/Concerns:** Resident living near the wells commented about their dislike for the dusk to dawn light at well #7.

Financial Matters:

- 9. Financial Report:** The board reviewed August's financial report. The company has \$41,357 in checking and \$324,418 in savings. Red tags went out without a shutoff date due to the governor's moratorium on water shutoffs during the COVID Emergency. We spent \$4,690 on having the tractor clutch replaced, this will be split with the HOA. Lot #4 sold to new owners.

Operation Matters:

- 10. 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.
 1. New quarterly analyses are in on Fluoride Manganese and arsenic, nothing abnormal to report.
 2. Austin is working on valve exercising.
 3. Meter Installation Project: There are now 67 meters installed and 12 meter settings awaiting backordered meters. The board recommended moving forward with meter installations again at this time.
 4. Well #4 Rehabilitation and Upgrades: No new progress on Well #4, we are awaiting Roadrunner pump to come out to unjam the test pump.
 5. Austin has been working on electricity quality issues with SCE. He is also looking into getting a quote for a Variable Frequency Drive for Well #7 to be able to run the well when the power is bad.
- 11. Equipment Purchases:**
 1. Shop Lights: The board is in favor of replacing a whole light fixture to see if that will be brighter than converting the existing fixtures to LEDs.
 2. Diesel Transfer Tank: The board is in favor of purchasing a diesel transfer tank to be shared with the HOA.

Meeting adjourned at 7:29 PM