

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 17th, 2021 at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

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

Members Not Present: Roger Huff, Member at Large

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

Others Present: Carlos Bravo, Self Help Enterprises

Open Session:

1. Called to order at 6:12 PM by Brandon Grosh.
2. **Update on the Fluoride Mitigation Project:**
 1. QK and Austin have finalized the plans and are sending them to the state for their approval. QK submitted an amendment to their contract, which added \$12,000 to their estimate for engineering services on top of the original \$5,500 proposal. Brandon motioned to approve the QK Engineering amendment for pump and mixer changes with Austin's verifying that redline review was included in the original contract. Dave Adams seconded, 4 Ayes, 0 Nays, 1 Not Present. Lisseth Torres, Project Manager from the State, will be setting up a meeting to go over their requirements for the bid process.
 2. Claim #2: There were no new invoices this month, the claim will be postponed until next month.
 3. The state has informed us that they may be able to pay the 1.5% loan origination fee if we seek approval before the loan is initiated. RCAC is submitting a request for payment of the fee to the state. The loan approval is a couple weeks out and will be held as needed to wait for state approval of the origination fee.
3. **Previous Meeting Minutes:**
 1. Karen Laumbach motioned to approve the meeting minutes from July 20th, 2021. Dave Adams seconded, 4 Ayes, 0 Nays, 1 Not Present.
4. **Questions & Comments regarding items on the Agenda:** None
5. **Items not listed on the Agenda:** None
6. **Customer Complaints/Concerns:** BJ Saidi on Cougar Court requested that the company raise the meter box in his driveway as it was installed below grade. Austin informed the board that he has discussed the issue with Mr. Saidi and will get the box raised.

Financial Matters:

7. **Financial Report:** Kelly reported that 39 late notices were sent out this week which is normal. The company's tax returns were filed this month and no taxes are owed.
8. The discussion regarding the credit card processing system was continued and Brandon encouraged that we pursue ACH capability as it is less expensive and more common. The board agreed to wait until ACH processing is available to initiate any payment system.

Operation Matters:

9. **Manager's Report:** Austin reported on the operations of the company over the past month.
 1. No significant changes to the system's water quality.
 2. Discussed Lead and Copper Sampling and the well control system provided by Frazier Mountain internet and the switch to XiO Water Systems as part of the Fluoride Mitigation Project.
 3. We now have a total of 226 of 274 meters installed. 12 Installations were completed this month. Shawn has been out for medical reasons for the past two weeks, so no further progress has been made other than ordering most of the supplies necessary to finish the project.
 4. Wells 4 & 6 Improvements: Well Rehabilitation Services has let us know that we are next on their schedule and hope to get started by the end of the week.

Meeting adjourned at 6:50 PM