

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on February 18th, 2025, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

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

Members Not Present: Empty Seat, Treasurer;

Employees Present: Lee "Chuck" Winagura, General Manager;

Employees Not Present: Santa Carruth, Bookkeeper;

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

Open Session:

1. **Called to order** at 5:59 PM by Chuck Winagura

Meeting Purpose

Review project updates, approve financial reports, and discuss board positions for Pinon Pines Mutual Water Company.

Key Takeaways

- **Project timeline extended to July due to weather delays and SCE issues**
- **Claim #9 for \$1,149,161 and PCO #4 for \$139,467 approved**
- **Board positions (Treasurer and President) up for election; seeking candidates**
- **New tank disinfection and permitting process underway**

Topics

Construction Project Updates

- **Timeline extended to July due to soggy ground preventing compaction**
- **Well pipeline tie-ins and pressure testing completed**
- **New tank disinfection process has begun, awaiting state approval**
- **SCE paperwork is still pending; issues with required documentation**

Financial Approvals

- **Pay Request #15 for \$57,494 approved (low amount due to limited January work)**
 - Roger Huff, Motion to Approve
Bill Vanek, Seconds
4 Ayes, 0 Nays, 0 Abstain.
- **Claim #9 for \$1,149,161 approved, covering multiple pay requests**
 - Roger Huff, Motion to Approve
Debbie Smith, Seconds
4 Ayes, 0 Nays, 0 Abstain.
- **PCO #4 for \$139,467 approved for well #8 pump depth extension**
 - Roger Huff, Motion to Approve
Bill Vanek, Seconds
4 Ayes, 0 Nays, 0 Abstain.
- **January financials reviewed and approved**
 - Roger Huff, Motion to Approve
Bill Vanek, Seconds
4 Ayes, 0 Nays, 0 Abstain.

Board Positions and Elections

- **Treasurer and President positions up for election**
- **Current President (Brandon) willing to stay on through project completion**
- **Potential candidates discussed: Liz (John's wife), Eric Anderson, Kerry and Carol**
- **Move Roger Huff Member-at-Large to Interim Treasurer (Roger Huff not allotted vote)**
 - Bill Vanek, Motion to Approve
Brandon Grosh, Seconds
3 Ayes, 0 Nays, 0 Abstain

Operational Updates

- 58 late account notices sent out (higher than usual)
- Tank #2 cleaning scheduled for Thursday (diving, vacuuming sediment)
- Sanitary survey and new tank permit inspection scheduled for next Thursday
- Generator capacity concerns raised; may need upgrade for new equipment

Next Steps

- Email water quality blending report to board members
- Schedule generator operation training for the board in April/May
- Reach out to potential board candidates
- Investigate generator capacity and potential upgrade options
- Plan end-of-summer tour and SOP review of new water system setup

Action Items

- Email pipeline work pictures to board members -
- Search for/obtain grant deed for well property -
- Prepare & email water blending capabilities report to Brandon -
- Calculate if current generator can handle new equipment load -
- Contact RCAC re process for potentially getting new generator -
- Schedule generator operation training for board (Apr/May) -

Meeting adjourned at 6:52 PM