

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 17th, 2024, 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, Vice President; Debbie Smith, Secretary; Dave Hymes, Treasurer;
Roger Huff, Member at Large;

Members Not Present:

Employees Present: Lee "Chuck" Winagura, General Manager; Santa Carruth, Bookkeeper;

Employees Not Present:

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

Open Session:

1. **Called to order** at 6:00 PM by Chuck Winagura
2. **Update on the Fluoride Mitigation Project:**
 1. Project is on schedule
 2. Actual cost of work performed (ACWP) is on budget
 3. Funding delays from the State causing cash flow issues
 4. Unified Field Services is aware of payment delays
 5. Amendment for extension and additional funding still processing with the State.
3. **Previous Meeting Minutes:**

Approve meeting minutes from the August 20th Board Meeting.

Roger Huff, Motion to Approve
Debbie Smith, Seconds
4 Ayes, 0 Nays, 1 Abstain.
4. **Questions & Comments regarding items on the Agenda:** None
5. **Items not listed on the Agenda:**
 1. PFAS Testing was Sept 10th.
 2. Shareholder meeting scheduled for September 28th. GM to discuss the Fluoride Project and address concerns.
 3. Color choices for the blending station building. BOD made their choice but requested the community be given a chance to vote on the colors. GM to establish a way for community to vote.

6. Customer Complaints/Concerns:

1. Brandon noted that the

7. Review and Approve Financial Reports:

1. Approval of August Financial Reports

Roger Huff, Motion to Approve

Debbie Smith, Seconds

5 Ayes, 0 Nays, 0 Abstain

8. Financial Monthly Update:

1. Credit Fraud report has been closed and we were credited.
2. The bank made a payment from the Grant Account by accident but has since fixed the issue.
3. 20 accounts are outstanding and ready for Red Tags. Santa will reach out to the customers before the Shut-Off date to arrange payment.
4. Customers are now to incur the charges for "Clouded Titles" and necessary fees to cover the operational costs to do so; this amounts to \$250. Any Clouded title done in the last year is to be charged the new fees.

Roger Huff, Motion to Approve

Brandon Grosh, Seconds

5 Ayes, 0 Nays, 0 Abstain

9. Current Software (Billing Software)

1. We are contracted with them for the 24/25 year and have received a 25% discount.
2. Operations and Accounting departments to begin working with Current Software to begin the setup process.

10. SB 3 water Shutoff Changes for Policy Amendment

1. A policy amendment is still being drafted.
2. Due to new timelines, the policy is to include a second late fee of \$10.

Roger Huff, Motion to Approve

Brandon Grosh, Seconds

5 Ayes, 0 Nays, 0 Abstain

11. Mountain Water Quality Management:

1. Wendy the Consultant made a presentation of services she offers that may help the administrative side of the company as a 1099 contractor. GM to begin development of a

list of tasks that can be offloaded for the BOD to weigh out the pros and cons. Santa has some hours available to take on some of these tasks.

2. GM discussed contracting and becoming a 1099 contractor versus being an employee. BOD has tabled the discussion for now.

12. Water System Managers Report:

1. Water Quality
 - a. No changes in water quality.
 - b. BacT's for September are negative.
 - c. LCR Testing
 1. Testing has been completed.
 - d. LCR Inventory
 1. Inventory discussion on how to accomplish the task in time.
2. Operations Report
 - a. Verbal report summary given by GM.
 - b. GM to begin looking at job specific websites for Water Operator job placement.

Meeting adjourned at 7:23 PM