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 19th, 2024, at the Pinon Pines Community Building
located at 1001 Coldwater Drive, Frazier Park, CA.

Director's present and participating: Brandon Grosh (Zoom), Bill Vanek (Zoom), Vice President; Debbie Smith, Secretary; Roger Huff, Member at Large;
Members Not Present: President; Empty Seat, Treasurer;
Employees Present: Lee "Chuck" Winagura, General Manager; Santa Carruth (Zoom), Bookkeeper;
Employees Not Present:
Others Present: Carlos Bravo (Zoom), Self Help Enterprises;

Open Session:

1. **Called to order** at 6:05 PM by Chuck Winagura

2. **Update on the Fluoride Mitigation Project:**
    1. Project is on schedule
        a. In-ground electrical work nearly complete, being backfilled
        b. Building temporary insulated structures around exposed well lines due to dropping temperatures
        c. Cathodic system delayed due to submittal issues; expected within two weeks
        d. Some pipe sizing discrepancies in original designs causing minor adjustments
    2. Amendment for extension and additional funding still processing with the State
    3. Change Order #3

        Roger Huff, Motion to Approve
        Brandon Grosh, Seconds
        4 Ayes, 0 Nays, 0 Abstain.

    4. Pay Request #12

        Roger Huff, Motion to Approve
        Debbie Smith, Seconds
        4 Ayes, 0 Nays, 0 Abstain.

    5. QK Invoice #125265

        Roger Huff, Motion to Approve
        Brandon Grosh, Seconds
        4 Ayes, 0 Nays, 0 Abstain

3. **Previous Meeting Minutes:**

Approve meeting minutes from the October 22nd Board Meeting.

Roger Huff, Motion to Approve
Debbie Smith, Seconds
3 Ayes, 0 Nays, 1 Abstain.

4. **Questions & Comments regarding items on the Agenda**: None

5. **Items not listed on the Agenda:**

6. **Customer Complaints/Concerns:**

7. **Review and Approve Financial Reports:**
    1. Approval of October Financial Reports

Roger Huff, Motion to Approve
Brandon Grosh, Seconds
4 Ayes, 0 Nays, 0 Abstain

8. **Financial Monthly Update:**
    1. 47 late notices this quarter
    2. Grant accounting report from Pam

9. **Current Software (Billing Software)**
    1. Negotiated rate of $3750 for the year.

Brandon Grosh, Motion to Approve
Roger Huff, Seconds
4 Ayes, 0 Nays, 0 Abstain.

10. **Proposed 2025 Budget**

Brandon Grosh, Motion to Approve
Roger Huff, Seconds
4 Ayes, 0 Nays, 0 Abstain.

11. New Rate Discussion

1. Five year rate increase projection recommended aimed to gradually increase rates to ensure financial stability.
2. Current rates result in roughly 40K/year loss in revenue
3. Single year rate increase of $250/quarter and $1.25/HCF

Roger Huff, Motion to Approve
Debbie Smith, Seconds
4 Ayes, 0 Nays, 0 Abstain.

12. 401K

1. Explored multiple options. Will investigate Professional Employer Organization (PEO) alternatives

13. Board of Directors Positions

1. 2 positions up for election in 2025. President and Treasurer

14. Cross Connection Specialist Services

1. Contract price increased and renewed at $560/year

15. Well #4 Connection

1. Reviewed initial quote from Core & Main

16. Contractor Discussion Rob Carruth

1. Decided to hire Rob Carruth as a part-time seasonal employee so GM can go on vacation at a regular rate of $45/hr and emergency rate of $70/hr

17. Water System Managers Report:

1. Water Quality
    a. PFAS testing must be conducted starting in Q1 of 2025
    b. Manganese - $162 enforcement fee from the State for high levels in Well #6
    c. BacT's for November are negative.

2. Operations Report
    a. Verbal report summary given by GM.

Meeting adjourned at 7:31 PM