

SQUAW VALLEY MUTUAL WATER COMPANY
Board of Directors Meeting
July 13, 2013
Minutes

1. Call to Order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 9:04 AM on Saturday, July 13, 2013 at the Squaw Valley Public Service District (SVPSD) Community Room.

2. Roll Call and Establish a Quorum

Directors present: Johnson, Coyle, Burkhart, DeMattei, Mattheis, Guilford, and Day

Directors absent: None

A quorum was established.

Also present were Steve Brigman, Carl Gustafson, Janean Foote, and Julee Rosa. Squaw Valley Public Service District (SVPSD) Manager Mike Geary was present for a portion of the meeting.

3. Call to Audience for Anything not on the Agenda

There were no additions to the agenda from the audience.

4. Adopt the Agenda

President Johnson asked that Item 14 be considered in Executive Session.

It was moved by Director Guilford and seconded by Director Coyle to approve the agenda as amended. Motion carried unanimously.

5. Minutes from the 6/8/2013 Meeting

It was moved by Director Coyle and seconded by Director Guilford to approve the minutes as presented. Motion carried unanimously.

6. President's Report – John Johnson

President Johnson presented his report, noting the information that will be garnered from newly installed meters. He thanked everyone for their commitment to getting the organization working well. Director Dean Hall submitted his resignation via email a couple of months ago. By electronic vote, Liz Day was unanimously appointed to fill the vacant Board seat.

7. Treasurer's Report – Gate DeMattei

Director DeMattei reviewed the balances in the various accounts. The billing for next year's assessments has been mailed out, but none received today. There are 95 lots on a payment plan for the Special Assessment and 186 have paid in full.

8. Operation's Manager Report – John Collins

Mr. Collins' report was included in the Board packets. There were no questions or comments.

9. Office Manager's Report – Ann-Marie Giese

Ms. Giese's report was included in the Board packets. There were no questions or comments.

10. Election Candidates and Ballot Format for the Annual Meeting

Directors Coyle, Guilford, DeMattei, Mattheis, and Day are running for re-election to the Board. Julee Rosa has submitted her name as a 6th candidate. Per the Bylaws proxies will be accepted. Judy Friedman

presented a double envelope, secret ballot method for the election. Discussion followed regarding the pros and cons of the proposed voting procedures.

It was moved by Director Mattheis and seconded by Director Coyle to adopt the double envelope secret ballot method of voting. Motion carried unanimously.

ACTION: Judy will send Anne-Marie and President Johnson a sample ballot before mailing. Julee Rosa addressed the group regarding her desire to serve on the Board.

11. Construction Loan Draws – John Johnson

President Johnson reviewed the USDA loan balance, saying a check will be sent to them soon.

12. Squaw Valley Road Construction Report – Steve Brigman

Steve Brigman reported most of the current project is pretty much done. There are still some fire hydrants and meters to be installed and permanent asphalt repairs to be completed. Discussion followed regarding the remaining work and costs. The project is still under the original contract amount. Brigman noted the manholes need to be reconstructed and described SVPSD's requirements.

13. Pump House #2 Rehabilitation Update – Hans Burkhart

Director Burkhart reported on his meetings with Reno Tahoe Construction (RTC) about installing the equipment in Pump House #2 into Pump House #1. RTC's bid is \$140,000, which Director Burkhart feels is very reasonable. USDA still needs to approve the project and the bid. Details of the project were discussed. The SCADA system needs to be reviewed to insure the "communication" between the 2 pump houses. Director Mattheis asked about the potential of grooming machines running into the building. Bollards and some sort of snow markers will be installed.

Director Johnson asked about the work to be done on Lanny Lane. Director DeMattei reviewed the funds available from the USDA loan and said approximately \$456,000 remains after paying the remaining contract amount to RTC of approximately \$750,000, which is enough to do both the Pump House and Lanny Lane.

It was moved by Director Mattheis and seconded by Director Guilford to accept RTC's proposal for Pump House #2 including the engineering oversight from Shaw engineering and the addition of removal bollards and snow poles. Motion carried unanimously.

It was moved by Director Guilford and seconded by Director Mattheis to accept the proposed change order for the Lanny Lane project for the water line bid in the amount of \$181,850. Motion carried unanimously.

14. Operation & Maintenance Contract Discussion

This item was discussed in Closed Session.

15. Apache Court Easement Discussion

Director Johnson reported an owner has constructed retaining walls in a SVMWC easement. Discussion followed regarding the potential impacts.

It was moved by Director Guilford and seconded by Director Mattheis to approve the easement for the retaining wall on Apache Court. Director Johnson will send a letter to the owner noting that SVMWC retains rights to get into the easement is necessary. Motion carried unanimously.

16. Lateral Hook-up Deadline Discussion

Director Johnson noted the need to determine a deadline by which owners need to complete the hook-up for the property. Discussion followed. Although there was consensus to set October 15, 2015 as the date, Director Coyle felt 2014 is reasonable.

It was moved by Director Guilford and seconded by Director Burkhart to set the lateral hook-up deadline as October 15, 2015. Motion carried with Director Coyle voting no.

17. Legal Representation Change

Director Johnson recommends finding new representation for SVMWC. Discussion followed regarding a proposal from D. Michael Schoenfeld of Murphy Austin Adams Schoenfeld, LLP. There was consensus that resumes should be solicited and considered with the goal of retaining new counsel.

18. Open Unresolved Items Going Forward

- 1) Judy will send Anne-Marie and Director Johnson a sample ballot for the upcoming election
- 2) Director Johnson will draft letter regard the Apache Court easement for Board review
- 3) Resumes will be solicited in search for new Counsel
- 4) On the next agenda and on-going will be a discussion regarding rates

19. Set Proposed Future Board Meeting Dates

August 3, 2013 at 9:00 AM

August 31, 2013 at 10:00 AM – Annual Members Meeting and Election

August 31, 2013- New Board Meeting After the Election

EXECUTIVE SESSION

Executive Session was convened at 11:04 AM to discuss the proposed Operations and Maintenance Contract.

Open Session was reconvened at 12:00 There was no reportable action from Executive Session.

20. Adjournment

There being no further business to come before the board, the meeting adjourned at 12:01.

Respectfully submitted,

Judy Friedman

Recording Secretary

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