

**Squaw Valley Mutual Water Company
Regular Meeting of the Board of Directors
February 21, 2022
Minutes**

Call to order

President David Stepner called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 5:04 PM via Zoom.

Roll call and establish a quorum

Directors Present: Koffler, Lintner, Stepner, Thys, and Lucas

Directors Absent: None

A quorum was established

Also on the call were Office Manager Daniel Collin, Mike Geary and Brandon Burks from OVPSD, recording secretary Judy Friedman, Brandon Burks, Patrick Baird, and John Johnson.

Call for Public Comment

There were no comments on items not on today's agenda.

Call for Agenda Additions

There were no changes to today's agenda.

Adopt the Agenda

It was agreed items may be taken out of order.

It was moved by Koffler and seconded by Lintner to adopt today's agenda as presented. Motion carried unanimously.

Approval of the Minutes from Jan 10th Board meeting

It was moved by Koffler and seconded by Lintner to approve the minutes of the January 10, 2022 meeting as presented. Motion carried unanimously.

Operation & Maintenance Report – B Burks (PSD)

Burks presented the January 2022 Operations report including water production, testing results, and maintenance addressed during the month. Burks said supply chain issues are being felt and incorrect parts have been received.

PSD O&M support through July 1

This item was discussed in Closed Session.

Office Managers Report – D Collin

Update on January Billing

Update on Core member list excel file

Collin reported the January billing has been sent. Three came back with incorrect addresses. McClintock Accountancy has started the tax returns.

The receivables have not been updated because the billing just went out. One of the main delinquencies was paid. The property owner of the second offered a payment plan that would require the account being current by the next billing. He understands that if that does not happen, the shut-off procedures may continue.

Collin reported there are 72 owners who have not submitted email addresses. Stepner said that means about three-quarters of the customers have provided their email addresses or whose email addresses we already have.

Stepner reported there are three customers that will be one-year past due when the Accounts Receivable report is updated. Stepner will contact those owners.

In response to a question about dunning statements, Collin said he sends them after four months. Koffler suggested notices be sent every month until the account is current. It was suggested he submit a proposal for Board consideration to change the current procedure.

Treasurer's Report – R Koffler

Update on bill pay options?

Koffler has a list of things he is investigating, including encouraging customers to use PayPal and what options CORE has for paying bills. He will work with Collin to understand the options and reports and discuss this further at the next Board meeting.

Discussion on late payment actions

This was discussed above.

Purchase authorization proposal

Koffler proposed a standard operating procedure to approve expenditures. Burks noted increased costs and emergency needs.

It was moved by Koffler and seconded by Thys to approve the standard operating procedure for approval to purchase equipment, supplies, and services as follows: for purchases of under \$2000, approval by the President of the Board; for purchases between \$2000 - \$4000, approval by the President and Treasurer of the Board; and for purchases of over \$4000, the full Board shall approve the expenditure. Motion carried unanimously.

Search for alternative O&M contractor – Status - D Stepner

Stepner reported Olympic Valley PSD has informed him it will no longer contract with SVMWC for operations and maintenance services as of July 1, 2022. In response to that, Stepner has reached out to some local private and public companies to perform the tasks. He presented a spreadsheet with additional information. Burks has committed to overlap during a three-month transitional period

2022 Construction Update – J Johnson

USDA #2 Project list prioritization & discussion –

The Construction Forecast dated 12/31/2021 was reviewed. It included projects scheduled for the coming season as well as those proposed further out. Johnson provided more detail on each project.

Discussion followed regarding the amount of the USDA loan, the priority of the projects indicated, and options for additional funding. It could be that Rapid Construction would consider the additional projects as change orders rather than new projects.

It was moved by Lintner and seconded by Koffler to direct Johnson to request a revised bid from Rapid Construction that includes projects 8, 9, and 10 (indicated on the Project List) and bring the revised bid to the Board for a decision on moving forward. Motion carried unanimously.

OVPSD – SVMWC Intertie – Update – D Stepner

Burks reported Dave Hunt and Mike Geary are talking to Placer County Water Agency (PCWA) to determine if any changes to the grant received can be made (eg end date). So no update on if the Mutual offer to provide \$50,000 towards the intertie project has been accepted or not.

Garcia claim resolution – Update - D Stepner

Stepner reported the payment has been made and the release has been signed. The item is settled.

Future Meetings: April 4, 2022 at 5 pm

Closed Session

The Board went into Closed Session at 6:17 PM to discuss contractual issues. Open Session was reconvened at 6:40 PM and there was no reportable action.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 6:41 PM.

Respectfully submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

We finished at 6:15PM

Subjects discussed were choice of O&M contractor and Intertie with PSD.

No votes were taken, but two negotiating teams were established.

Stepner and Lucas for O&M contractor, and Stepner and Koffler for Intertie (if needed).