

Squaw Valley Mutual Water Company
Regular Meeting of the Board of Directors
July 6, 2022
Minutes

Call to order

President David Stepner called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 3:00 PM via Google Meet.

Roll call and establish a quorum

Directors present: Lintner, Koffler, Stepner, Thys, and Arens

Directors absent: None

A quorum was established

Also on the call were office manager Daniel Collin, Colter Anderson from Operational Technical Services (OTS), and recording secretary Judy Friedman.

Call for Public Comment

There were no comments on items not on the agenda.

Call for Agenda Additions

There were no changes to the agenda.

Adopt the Agenda

It was moved by Koffler and seconded by Lintner to approve the agenda as presented. Motion carried unanimously.

Approval of the Minutes from June 3, 2022 Board meeting

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

President's Report – enclosed

Stepner presented his written report. He noted USDA Change Order #5 has been approved.

Approval of adopting Stage II water restrictions - 3 day a week irrigation and restrictions on: filling swimming pools, operating ornamental fountains, installing new landscaping, watering of hardscapes

Stepner reported OVPSD has adopted Stage II Water Restrictions and asked that SVMWC do the same.

It was moved by Lintner and seconded by Koffler to adopt California Stage II Water Restrictions. Motion carried unanimously.

Operation & Maintenance Report

B Burks (PSD)

C Anderson (OTS)

The June 2022 Water Operations and Water Production Reports were in the meeting's packet.

Stepner relayed the questions he submitted to OTS. Anderson went through his answers. O'Neal is writing Standard Operating Procedures (SOP). Anderson will follow up with Verizon to confirm the emergency phone number is working properly.

Anderson reported on staffing and training. He described the strategy to continue transitioning from OVPSD in time for winter operations. Anderson will also address the issues with XiO.

Lintner noted the daily updates and photos being sent to the Board. Stepner said those are being sent by the contractor hired by Shaw to oversee Rapid.

Anderson left the call at this point.

Office Managers Report – D Collin

- **Outlay #10 to USDA**
- **AR Report**
- **Update on Core member list excel file/email coverage**
- **Backflow reports and inspections – (is this to be taken over by OTS?)**

Collin presented his June 2022 report, which was included in the meeting's packets. USDA Outlay Request #10 has gone out but not yet submitted to Cobank.

Stepner reported all long-term delinquencies have been settled. Koffler will recommend a change to the collection policy.

Collin is getting the errors in the meter readings clarified and will get the information to Koffler for the next semiannual billing.

Stepner noted there are still about 35 customers for whom there are no email addresses. Koffler suggested charging additional for paper billings.

Koffler explained there is no way to have members pay the PayPal service fees at the time they make their payments except to add them to future bills. The new budget will simplify the process by including these fees as an expense in the 2022-2023 budget so they will be included in the new rate structure.

Treasurer's Report – R Koffler

Koffler presented the proposed FY 2022-2023 budget. He noted changes from the previous year, including the transition to OTS and associated higher costs.

Specific line items were reviewed. Koffler suggested revising the rate structure to include 100,000 gallons in the base rate rather than the current 150,000. Discussion followed regarding pros and cons of the recommendation. Stepner explained how the current rate structure was developed. Koffler noted his proposal is based on the 2022-2023 budget. There was discussion about rebating customers \$100 or keeping those funds in reserve to cover future payments for USDA loan #2.

It was moved by Koffler and seconded by Lintner to approve the FY 2022-2023 budget as presented. Motion carried unanimously.

A motion to revise the proposed rate structure was withdrawn. Thys asked that a spreadsheet with the proposed rate be sent to the Board again. Koffler will send an email to the Board reviewing the proposed new water rates. He will also send information regarding implications of offering the rebate now or keeping the funds in reserves. This item will be considered for action at a future board meeting. Stepner will send a spreadsheet comparing OVPSD rates with the mutual's proposed new rates

Other 2022-2023 Fiscal Year issues

- **Renewal of Insurance Policies (liability, blanket coverage) – A Lintner**

Lintner said insurance is based on 1) do we have the right coverage; 2) are we working with the correct provider; and 3) what happens if something goes wrong. The quality of the company is only determined at the

time of the claim. He will review the policy and make a recommendation to the Board before the September renewal date.

Construction Update – D Stepner

- **Latest forecast of USDA #2 endpoint expenditures – questions**

Stepner noted the status of the construction project included in his President’s Letter. He has advised the construction company that if they do not complete the three streets they are working on in this season, the priority should shift away from the streets and focus on the main line going up the hill to the storage tanks.

Stepner noted there is a five-year construction loan and a five-year USDA loan. An extension can be requested if needed but has not been done at this point.

Stepner described some of the other issues he is addressing.

Future Meetings

September 4, 2022: 9:00 AM Board meeting; 10:00 AM Annual Meeting; 11:00 AM New Board meeting to set meeting dates and elect Board officers.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 4:49 PM.

Respectfully submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS