

Regular Meeting of the SVMWC Board of Directors
Monday, October 29, 2018
Minutes

Call to Order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 4:05 PM on October 29, 2018 at the Squaw Valley Public Service District Meeting Room.

Roll call and establish quorum- Bob Barnett

Directors Present: Johnson, Barnett, Burkhart, and Stepner

Directors Absent: Guilford

A quorum of the Board was established

Also present were Office Manager Daniel Collin and recording secretary Judy Friedman. Eric Poulson arrived at 4:55 PM.

Call for Public Comment

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

Call for Agenda Additions

The Closed Session will be removed from today's agenda. Johnson asked to add the Draft Audit Report.

Adopt the Agenda

It was moved by Stepner and seconded by Barnett to adopt today's agenda as amended. Motion carried unanimously.

Approval of the Minutes from the September 1st meeting

It was moved by Stepner and seconded by Barnett to approve the minutes of the September 1, 2018 Board meeting. Motion carried unanimously.

Presidents Report-John Johnson

Johnson could not attend the Annual Meeting in September, but his report to the membership was included in today's meeting packet. There were no electronic votes taken since the last Board meeting.

Operation & Maintenance Report-Brandon Burks

Burks presented the August 2018 Water Production report, which was in the Board packets. Maintenance done during the month was included. A brief discussion followed as Burks described the trench dug for the new propane line.

Burks said 46 or 47 customers have still not responded to back flow inspection notices. For SVPSD to do inspections, the fee is \$75 per hour and it could take 1-3 hours. The fees would be paid by the customer. Owners will be offered this option to get the job done.

Office Managers Report-Daniel Collin

Collin reported he has been spending the last few months on the audit. The main thing the auditor has asked be done is the inventory of assets. The budget-to-variance report through October 24 was included in the meeting packets. Funds for the USDA loan will be transferred from the money market account on Thursday.

Backflow Testing & Compliance Update-Daniel Collin

Collin will advise those customers who have not responded of the SVPSD fee of \$75 per hour for inspections, as well as the 14 properties who aren't sure if they have a back flow device. The cost could be \$75 - \$175. Collin will let them know they are responsible for paying inspection fees to SVPSD and the testing is required per state law.

Capital Improvement Budget Update-David Stepner

Johnson presented the preliminary cost estimate for the upcoming project that he submitted to USDA. The cost is approximately 13% higher than anticipated. A discussion followed as he and Stepner considered how to account for the increase on the CIP spreadsheet.

Treasurer's report-David Stepner

Stepner reported there are three outstanding accounts that Collin is following up on. Discussion followed regarding the status of projects and outstanding bills from Shaw, SVPSD, and the hydrologist.

2018 Construction Wrap-up-John Johnson

Johnson reported the horizontal well was videoed at 150' and cleaned out per a change order for \$1,500. The line was then able to be TV'd and the contractor estimates the line to be about 350'. The flow is good and SVPSD will keep the videos. The cleaning helped, the pressure is good, and piping at the well head and drains has been replaced, as well as three valves. The work was all done within the easement. KVD will provide as-builts showing all work done. 5% of the total invoice is being withheld until everything is completed.

Burks reported SVPSD accompanied the inspectors to check the potholes. There was one near Squaw Valley Road that was questionable, but the report has not yet been received.

SV Dirt Parking lot Status-John Johnson

Johnson reported the dirt parking lot is now paved. He has met with Squaw Valley Ski Holdings to let them know there will be a sewer line associated with well houses 1 and 2, as well as piping to a pothole on Squaw Valley Road, so they understand the paving will need to be opened up to get that work done. The paving was done so the water will drain into the meadow using a bio-drain that filters the water.

USDA Loan up-date. Application cost review. John Johnson

Johnson met with USDA to review the plans, budget, and other details about the project. The USDA representative felt a loan could be made at 3.75% interest and possibly 45% - 75% of the project may be eligible for an interest-free grant. The next step is to finish the PER, which Shaw has estimated to cost \$15,000 - \$20,000. If the project is approved by USDA, those fees will be reimbursed. But the PER needs to be prepared in the next two weeks. Discussion followed.

It was moved by Barnett and seconded by Burkhart to allocate up to \$20,000 to have Shaw Engineering prepare a PER to support of the USDA loan application. Motion carried unanimously.

The CIP report was reviewed and the projects that may be covered by the USDA loan clarified. The Board discussed specifics of the loan. Barnett thanked Johnson for his efforts to secure this loan that will upgrade the system. Johnson noted the work Steve Brigman has done as well.

(AGENDA ADDITION) Draft Audit Report

Collin distributed the Draft Audit Report. He asked Board members to review it and be prepared to take action in December. Although the Board reports are presented on a cash basis, the audit was prepared on accrual. Collin reviewed the comments and recommendations from the auditor.

The homeowners will be sent the financial reports when the audit has been approved. Discussion followed regarding challenges in securing email addresses for owners. **ACTION: Email addresses will be requested on bills sent to owners.**

Adjourn to Closed session.

Closed Session: Lot combination debate.

Return to Open Meeting; Lot combination Decision

Closed Session was not convened.

Future Meetings:

December 3, 2018 at 4PM and January 7, 2019 at 4 PM

Adjourn

There being no further business to come before the Board, the meeting adjourned at 5:19 PM

Respectfully submitted,

Judy Friedman

Recording Secretary

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