

**Squaw Valley Mutual Water Company
Regular Meeting of the Board of Directors
December 6, 2021
Minutes**

Call to order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 4:03 PM via Zoom.

Roll call and establish a quorum

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

Directors Absent: None

A quorum was established

Also on the call were Office Manager Daniel Collin, Brandon Burks from OVPSD, recording secretary Judy Friedman, and Steve Lucas.

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

Approval of the Minutes from the October 25, 2021 Board Meeting

It was moved by Stepner and seconded by Koffler to approve the minutes of the October 25, 2021 Board meeting as amended to correct who took roll call. Motion carried.

Operation & Maintenance Report-Brandon Burks

Burks presented the October 2021 Water Operations Report, noting the reduction in water use as a result of conservation measures. Meter readings for November have been completed. The aquifer came up during the storm in October, but snow making is drawing it down again.

Burks answered questions clarifying the report and reviewed maintenance done during the month. A new chemical pump has been installed since parts are no longer available for the old one. A back-up pump was also purchased. Burks noted staffing changes at OVSPD.

Johnson noted the amount of water coming from the horizontal well has decreased significantly. Burks reviewed the numbers before and after the "atmospheric river" event in October.

Burks will schedule a tour of the facilities for Board members.

Office Managers Report - Daniel Collin - 2021 Construction Cost Breakdown

Collin reported the audit has been completed. There was a brief discussion clarifying the recommendation from McClintock Accountancy regarding how fixed assets are shown.

Collin explained the process getting meter readings and the billing through CORE. He is hoping to work out the bugs before the November readings are confirmed.

The budget-to-actual report as of November 30, 2021 was clarified.

The moratorium on cutting off service for non-payment expires this month. Collin said there are two delinquent accounts to be considered. He will work with Stepner on next steps.

2021 Construction Re-cap

The written report in today's meeting packet was reviewed. Johnson reported the weather in October impacted completion of paving on Sandy. A temporary "fix" was installed and approved by Placer County. The contractor will address it if it fails. The contractor will complete the project as early as possible in the spring.

Stepner review the financial breakdown of the four projects identified for 2021 and answered questions as details were clarified. A discussion followed regarding the best way for the construction budget to be reported and updated, as well as alternatives to be considered as projects are prioritized and budgets developed. Stepner will revise the CIP spreadsheet and include updated estimates.

2022 Proposed Construction Schedule

It was moved by Lintner and seconded by Koffler to direct Shaw to prepare engineering packages that can be used to get bids on Project 8 (west Christy water line replacement), Project 9 (Washoe and Piute water line replacement) and Project 10 (Navajo Court water line replacement). Motion carried unanimously.

Treasurer's report-David Stepner

Stepner presented the Treasurer's Report 30-Nov-21 included in today's packet. Bills will go out in early January. Outlay #8 has been submitted to Cobank for reimbursement and #9 is being prepared.

Audit Review and Approval

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

Garcia Claim Ballot

The ballot packages were mailed November 29, 2021. Ballots are due January 10, 2022.

Director Replacement Discussion & Decision

Johnson noted his home is in escrow and he will no longer be eligible to be on the Board. A brief discussion followed. Johnson was asked to submit a scope of work and proposal to serve as a consultant overseeing upcoming construction projects and maintenance.

Potential Board member Steve Lucas was on today's call. He introduced himself. It was noted Officers of the Board should be elected at today's meeting and the President can then appoint Johnson's replacement.

It was moved by Koffler and seconded by Lintner to appoint Stepner as President of the Board and ratify his position as Treasurer of the Board. Motion carried unanimously.

It was moved by Thys and seconded by Lintner to appoint Koffler as Secretary of the Board. Motion carried unanimously.

Future Meeting: January 10, 2022 at 4PM

Adjourn

There being no further business to come before the Board, the meeting adjourned at 5:51 PM.

Respectfully submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS