

Regular Meeting of the SVMWC Board of Directors
April 13, 2020
Minutes

Call to Order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 4:04 PM on April 13, 2020 via video-conference.

Roll call and establish quorum- Bob Barnett

Directors Present: Johnson, Stepner, Thys, and Barnett.

Directors Absent: Burkhart

A quorum was established

Also on the call were Office Manager Daniel Collin, Brandon Burks, SVPSD, and recording secretary Judy Friedman.

Call for Public Comment

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

Call for Agenda Additions

Stepner asked to add "July 1 billing" to today's agenda.

Adopt the Agenda

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

Approval of the Minutes of the March 2, 2020 Board meeting

It was moved by Stepner and seconded by Thys to approve the March 2, 2020 meeting as presented. Motion carried unanimously.

Operation & Maintenance Report-Brandon Burks

Burks presented the February and March 2020 Water Operations Reports, which included maintenance addressed. He reported the SVPSD building is closed because of the COVID-19 restrictions and explained how staffing is being handled. The District is being flexible about backflow testing given the current situation.

Office Managers Report-Daniel Collin-Accounts Receivable/Billings

Collin presented his March 2020 report. He has received replies from Shaw to complete the EAR report, but the filing has been delayed until July.

The budget-to-actual report as of March 31, 2020 was reviewed. Stepner asked for the Operating Expense column be totaled. Also, that income be shown on a cash basis. Details of the report were clarified. A brief discussion followed about the outstanding payables. Two accounts will be one year delinquent at the end of June. Collin will see if the number of outstanding accounts is consistent with past years.

Approve 2019 Audit Report

Stepner presented McClintock Accountancy's (MAC) Audit Report. MAC has again asked that an asset tracking system be developed. Stepner has asked Shaw for an asset list based on the value of the recent work. Johnson has asked USDA to check their records for the final project costs. The information is being compiled and confirmed in order to develop the tracking system.

It was moved by Stepner and seconded by Barnett to accept the 2019 Audit Report as presented. Motion carried unanimously.

Treasurer's report-David Stepner

Stepner presented the 31-Mar-20 Treasurer's Report. The Capital Improvement Fund balance and available dollars were clarified.

Easement/Access Notary Progress

Thys will follow up regarding Hidden Lake. There has been no response from Lukin/Pantalao. Barnett will follow up with Sally Brew. The easements will be pursued when the current "stay-at-home" restrictions are lifted.

USDA Loan Discussion

Johnson reported the loan application will be submitted when Shaw confirms costs for each project. Discussion followed regarding options for borrowing \$4 million now or borrowing a lesser amount to do fewer projects in the near future and requesting the additional funds as needed. Considerations included the ability to pay back the loan and interest, CoBank requirements, since that is the interim lender USDA will reimburse, and USDA requirements.

The options to be considered are 1) dropping the loan request and associated projects for now; 2) slowing down the process and only doing some of the projects as affordable; or 3) postpone everything for one year. Stepner will follow up with CoBank to see if there is a timeframe on that loan or if there are repercussions if SVMWC does not take or delays the full \$4 million loan applied for. Johnson will work with USDA, citing the current economic situation.

The Board agreed to schedule a special meeting for Monday April 20, 2020 at 4:00 PM to consider the responses from USDA and CoBank and determine a path forward.

COVID 19 Statement

The following letter was sent to members and posted on the SVMWC website:

Dear Members of the Squaw Valley Mutual Water Company,

Our thoughts are with our community during the statewide Shelter-in-Place order which we expect will continue at least through April 30. As we all work to slow the spread of COVID-19, we want to assure our members that our water will continue to remain safe to drink. Our water system is a "closed loop system" originating from the aquifer with tanks and pipes that transport water directly to individual homes. There is no contact with the water by humans. Additionally, the Centers for Disease Control ("CDC") and the Environmental Protection Agency ("EPA") assure that the virus has not been detected in drinking water supplies <https://www.epa.gov/coronavirus/coronavirus-and-drinking-water-and-wastewater>

The Squaw Valley Public Service District ("PSD"), with which SVMWC contracts for most of our maintenance and operation, is responding to state and federal regulations issued in response to COVID-19 by splitting work crews in half to keep crews separated at all times and to maintain a reserve of personnel lest any member test positive for COVID-19. Staffing hours and on-call services remain in place at the PSD with personnel practicing social distancing guidelines should response to any call be needed. The 19 March 2020 announcement by the PSD may be found here: <https://bit.ly/2QZlr4I>

The PSD joins us in reminding all SVMWC members not to flush anything other than toilet paper, regardless of product claims that an item is "flushable." This includes wipes, other sanitary products, and cat litter. Despite product claims, these items do NOT break down in the sewer system and the resulting risk of sewer backups pose a threat to Squaw Creek, the Truckee River, and our environment.

Save the Pipes! Don't Flush Wipes!!

In keeping with the recommendations of the CDC and the California mandate to shelter-in-place, the SVMWC will move our regular board meeting online until further notice. As always, the public is invited to attend. Our next board meeting is scheduled for Monday 13 April 2020 at 4pm and can be accessed via Zoom: <https://zoom.us/j/347670586>, Meeting ID: 347 670 586. Please be sure to install Zoom on your computer, tablet, or smartphone prior to the meeting.

We are grateful for your efforts to take care of yourself and your neighbors and be safe. We will get through this together.

AGENDA ADDITION: July 1 billing

Stepner asked the Board to consider options to cover operating expenses if there is a shortfall in accounts receivable. This item will be on the May 11, 2020 meeting agenda for a more in-depth discussion and possible action.

Future Meetings

- Special Meeting - Monday April 20 at 4:00 PM
- May 11, 2020 @ 4 PM Via Zoom
- June 8, 2020 @ 4PM Via Zoom

Adjourn

There being no further business to come before the Board, the meeting adjourned at 5:39 PM.

Respectfully submitted,
Judy Friedman
Recording Secretary
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS