

**Squaw Valley Mutual Water Company**  
**Regular Meeting of the Board of Directors**  
**May 11, 2020**  
**Minutes**

**Call to Order**

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 4:07 PM on May 11, 2020 via video-conference.

**Roll call and establish quorum- Bob Barnett**

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

Directors Absent: None

A quorum was established

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

**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 Burkhart and seconded by Thys to adopt today's agenda as presented. Motion carried unanimously.**

**Approval of the Minutes from the April 20, 2020 Special Board meeting**

**It was moved by Thys and seconded by Barnett to approve the minutes of the April 20, 2020 Special Board meeting as presented. Motion carried unanimously.**

**Operation & Maintenance Report**

Burks described the precautions SVPSD is taking in light of COVID-19. The crew has split into two and are isolated from one another, with one crew working out of the old office and one working from the new one.

Burks presented the April 2020 Water Operations report, noting challenges with tank communications.

An amendment to the SVPSD contract was reviewed. The main change is the COLA increase of 2.43%, which increases the monthly rate to \$7,470. The contract will be considered for approval at next month's SVMWC Board meeting.

Burks answered questions clarifying his report, including testing protocols. Burkhart asked where the water goes when fire hydrants are flushed. Burks said fire hydrants are flushed on a regular basis and the water is directed down the storm drain after de-chlorination.

**Office Managers Report**

Collin presented the Office Manager's Report for April 202. The financial reports are now shown on a cash basis. One of two delinquent accounts is now current. The Budget-to-Actual report was clarified. The USDA payment still needs to be made and Reserves need to be funded.

**Treasurers Report**

Stepner presented the 30-Apr-20 Treasurer's Report. He suggested the Board consider a 3% rate increase in Capital Replacement Fund and to consider a buffer for operating income if accounts receivables worsen. Both will be addressed next month. A draft budget for the next fiscal year will be presented next month.

### **Interim Loan Status**

Johnson reported USDA has been provided with current financial reports. Stepner will follow up with CoBank regarding the interim loan.

Johnson presented Shaw's report noting four main projects for this summer. Burkhart submitted written comments regarding the scope of work. Discussion followed as each project was reviewed and clarified, including the pump inspection, SCADA upgrades, and security and snow protection around well 2. Burkhart asked if a bathroom needs to be added in Wellhouse 1 to tie to the sewer connection. Burks described how the sump addresses the issue.

### **USDA Loan Status**

Johnson reported that once a scope of work is agreed to, the estimates will be updated and submitted to USDA. All other paperwork has been received.

### **Fee Increase**

The Board discussed the cost of projects and the need to increase Reserves. This item will be on next month's agenda.

### **September 6, 2020 Annual Meeting & Election**

Seats held by Johnson and Burkhart are up in this fall's election.

### **Future Meetings:**

- June 8th, 2020 @ 4PM Via Zoom
- July 6th, 2020 @ 4PM

### **Adjourn**

There being no further business to come before the Board, the meeting adjourned at 5:27 PM.

Respectfully submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS