

SQUAW VALLEY MUTUAL WATER COMPANY
Board of Directors Meeting
June 25, 2018
Minutes

1. Call to order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 4:00 PM on Friday June 25, 2018 at the Squaw Valley Public Service District Meeting Room.

2. Roll call and establish quorum- Bob Barnett

Directors Present: Johnson, Barnett, Burkhart, Guilford, and Stepner

Directors Absent: None

A quorum was established

Also present were Daniel Collin, Brandon Burks from SVPSD and recording secretary Judy Friedman. Owner Eric Poulsen arrived at 5:10 PM.

3. Call for Public Comment

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

4. Call for Agenda Additions

There were no additions to today's agenda.

5. Adopt the Agenda

It was moved by Director Guilford and seconded by Director Barnett to approve today's agenda as presented. It was agreed items may be taken out of order. Motion carried unanimously.

6. Approval of the Minutes from the May 18, 2018 meeting

It was moved by Director Stepner and seconded by Director Guilford to approve the minutes of the May 18, 2018 Board meeting as presented. Motion carried unanimously.

7. Presidents Report-John Johnson

Johnson presented his written report. He noted a letter from Squaw Valley Public Service District commending SVMWC for the improvements made over the past four years and successfully reducing water consumption. Johnson said the efforts over the past few years have definitely paid off, which says a lot for the Board's decisions and maintenance from SVPSD. That said, continued improvements will require consideration of funding options and the need to explain upgrades to the membership to get their support. A brief discussion followed regarding strategies to inform members of how improvements to the utility lead to high water quality and increased property values. **ACTION: Stepner will develop talking points to explain to members the benefits of funding improvements to the system.**

There were no electronic votes taken since the last board meeting.

Later in the meeting, Johnson provided an update on loans. He spoke with USDA and was informed SVMWC's account executive is being replaced with a new person in a few weeks. In the meantime, the loan application is being analyzed to determine if SVMWC would qualify for another USDA loan or if a private loan would be a better option.

8. Operation & Maintenance Report-Brandon Burks

Burks presented the May Water Operations Report. Water production will continue to increase as outdoor irrigation systems are turned on for the season. As those systems are being turned on, leaks are being detected and addressed.

Burks described his work with Xio to determine options to automate the booster system. He explained what that would mean to getting water to the upper tank.

The Maintenance report was reviewed and clarified. There was a brief discussion about customers calling after regular business hours with issues. **ACTION: Stepner will confirm the information on the website regarding after hour calls.**

9, SVPSD Contract Update – Brandon Burks

Johnson presented the amendment to the previously approved contract, which increases fees by 3.07%.

10. Office Managers Report-Daniel Collin

Collin reported he has mainly been working on the budget and updating content in CORE and Excel. He has made revisions to the invoice template to reflect Bylaw changes.

Collin presented the Budget to Actual report. The negative variance shown through May is related to Capital Improvements and should balance out in the June report.

11. Backflow Testing & Compliance Report-Daniel Collin

Letter to the Members regarding Compliance & Drop-dead date for Inspection

Collin presented results of his outreach regarding backflow tests in a written report included in today's meeting packets. A brief discussion followed regarding the anti-syphon valves and what testing and certification is actually required, given what SVMWC has required for this year. The language to be included on the July invoices was approved at the last meeting. Discussion continued and there was agreement that the message regarding identifying and testing devices would be sent via certified mail, separate from the invoices, to owners who have not responded. This will be done to insure owners are notified before they are billed for inspections and testing if needed.

12. Treasurer's report-David Stepner

Stepner presented the Treasurer's Report as of May 31, 2018. There are three accounts delinquent. Shut off procedures will begin after one more attempt to personally contact those owners.

13. Draft Budget Review-Daniel Collin

The FY 2018/19 draft budget was reviewed. The actuals for June still need to be entered. The main question has to do with the dollar amount of the loan for upcoming capital improvements. Specific line items were reviewed, as well as assumptions made as the budget was being developed. A third column will be added to separate expenses paid from the loan in order to more closely track loan income and expenditures.

It was moved by Director Stepner and seconded by Director Guilford to adopt the FY 2018/19 budget. Motion carried unanimously.

A brief discussion followed regarding additional revisions. The budget will be amended to reflect bad debt reductions. The revised budget will be voted on electronically.

14. Backlot Line Easement Release Discussion

Johnson reported owner Bill Downs withdrew his request made at the last meeting to build a retaining wall in a SVMWC easement.

15. Summit Tennis Court Update-Empty Lots-Patti

Guilford reported she and Burkhart surveyed the area. There are 5 lots, 5 houses, and an easement for SVMWC. The vacant lots house the tennis courts and a water tank. There are water lines to the tennis court, but no meter. The Association should be paying a water bill. Collin noted the empty lots are part of the 281 counted for the

USDA loan. A brief discussion followed regarding options to collect fees. **ACTION: Collin will send the Association a letter indicating past due fees at the vacant lot rate.**

16. Capital Expense Program Update-John Johnson

Johnson reported only one bid was received for the horizontal well and Squaw Valley Road project. The bid of \$105,000 does not include Shaw Engineering's work. Because the bid was over the \$84,000 budget, Johnson went back to the bidder to review specific components and expects a new proposal to be submitted. Johnson has looked at the easements and is confident the project can be done within the recorded easements. He will have a surveyor come in and mark the lines. Johnson feels there is a good chance the project will be done this fall.

17. News Letter Update-Bob Barnett

The newsletter is being completed. Collin will email it to owners and mail it to those owners who have not provided email addresses.

18. Labor Day Board Election Candidates Bio Submission

Burkhart and Johnson are both running for re-election. No other candidates have come forward. The ballots and candidate statements will be sent out August 1.

19. Future Meetings

July 30, 2018 at 4:00 PM

September 1, 2018 at 9:00 AM Board Meeting. The Annual Members Meeting will begin at 10:00 AM. The new Board will meet immediately afterwards.

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 5:36 PM

Respectfully submitted,

Judy Friedman

Recording Secretary

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