

Squaw Valley Mutual Water Company
Regular Meeting of the Board of Directors
July 6, 2020
Minutes

Call to Order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 4:03 PM on July 6, 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

Friedman announced that Supervisor Gustafson's District Aide, Lindsay Romack, is on leave for a few months and Friedman will be filling in.

Call for Agenda Additions

A discussion regarding the newsletter will be added.

Adopt the Agenda

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

Approval of the Minutes from the May 11, 2020 Board meeting

It was moved by Stepner and seconded by Barnett to approve the minutes as presented. Motion carried unanimously.

Operation & Maintenance Report

Burks presented the June report. All fire hydrants have been flushed and about one-third of the valves have been exercised. Burks is working with XiO to address some communication issues.

Burks said the SVPSD Board approved the SVMWC contract renewal.

Office Managers Report

Collin reported over 20 leaks were found during the June meter read. Letters have gone to owners. There have been some consumption rates as high as 60,000 gallons for the month. Seventy-two letters have gone out regarding backflow testing and 56 certificates have been sent back. Collin has received the CHP report regarding the fire hydrant accident, which will be submitted to the insurance company.

The budget-to-actual report as of June 30, 2020 was reviewed. There is only one outstanding account now, but there will be more in August as the bills will go out in July.

Stepner asked that the Accounts Receivable report show a year-to-date comparison with the previous years. He asked for a pre-USDA loan report showing expenses and the status of invoices submitted.

Burks will check the leak report since flushing the hydrants may have addressed some of the problems.

Treasurers Report

Stepner presented the Treasurer's Report. He anticipates ending the fiscal year with just short of \$185,000 in the money market fund to be used for any emergencies. The base use for billing is 150,000 gallons a year, but consumption has been high. He and Collin will review the bills before they go out.

Budget Approval for 20/21

Stepner presented the draft budget for FY 2020/21. He clarified specific line items and discussed the assumptions made as the budget was being prepared.

It was moved by Thys and seconded by Barnett to approve the FY 2020/21 budget as presented. Motion carried unanimously.

2020 Improvement Project Status

Johnson reported Shaw Engineering is preparing a bid document for the four projects identified for this year. USDA has asked that all four be combined into one contract with one contractor. Discussion followed regarding the pros and cons of that request. Johnson will clarify the requirement and see if there is any flexibility so competitive bids can be requested for each project. When the bid package from Shaw is received, Johnson will share it with the Board.

September 6, 2020 Annual Meeting & Election Candidates

Johnson will run for re-election. Burkhart will advise his status in the next two weeks.

Newsletter

Barnett has done a rough draft, which was edited by Thys and Stepner. The final version will be sent out with the July bills.

Future Meetings: Meetings will be via Zoom unless circumstances change.

- **August 3, 2020 at 4:00 PM**
- **September 6, 2020 at 10:00 AM**

Adjourn

There being no further business to come before the Board, the meeting adjourned at 5:15 PM.

Respectfully submitted,

Judy Friedman

Recording Secretary

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