BOARD OF DIRECTORS MEETING MINUTES

August 10, 2024

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The Meeting was held, in person, at the lodge as well as with Zoom. The meeting log on information used for the meeting is below.

Join Zoom Meeting
https://us06web.zoom.us/j/84593979198?pwd=JsrO7m0xrghO4oGj62INcmio3ZSTvK.1

Meeting ID: 845 9397 9198
Passcode: 522118

CALL TO ORDER: Aileen Loe called the meeting to order at 1:06.

Board Attendees: Aileen Loe, Heidi Ordwein, Bachar Balach, Trever Thompson, Wanda Lenhardt

All other Attendees:
In person - Reid Johnson, Company Engineer/Chief Operator and Richard Williamson, Business Manager, John and Dawn Wohler, and Eric Nelson
Virtually (identified as) - Dana Christensen, Richard Valentine, Mike C , #442, Steven Olson

Approval of the July 13, 2024 Board of Directors Meeting Minutes; Heidi Ordwein made the motion to approve the minutes from the July 13th Board of Directors Meeting. Bachar Balach seconded the motion and the board voted unanimously to approve the meeting minutes.

Executive Session: An Executive Session was held on July 13, 2024; During the extended absence of Brad Niess, the Board adopted a resolution giving Vice President Aileen Loe signature authority for projects and all other business in the absence of the President, Bradley Niess.

Company Engineer/Chief Operator's Report:

Project Updates

- Water Treatment Plant

Reid Johnson reported that we have a good system and it does not need daily monitoring. The water has manganese and iron in it, not dirt. The treatment plant will remove both. In the meantime flushing is done to discharge the buildup. There is no health concern at this time, it is an aesthetic concern. We have proven to the state that the water is clean. The Treatment Plant will remove the manganese and iron from the water before it gets to the tanks.

One bid was received for the treatment plant and it was too high. The project has been divided into two parts to make it more manageable for contractors. A pre-bid meeting was held on August 8th and 5 new contractors attended. Our funding agency is pleased with what we are doing and the bid opening is scheduled for August 27th. The treatment equipment lead time from AdEdge is 6 to 7 months.

- Meters/Pipeline

The meters and the water line replacement will be separated. He is getting plans in order.

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Business Manager's Report: Richard Williamson joined SPWC in mid June. He is helping develop policies and procedures that will promote consistency and sustainability for the company as membership on the Board of Directors changes annually.

Richard reported that we will need bridge loans to help ensure we can pay contractor while waiting for reimbursement from the state. Bridge loans do not need the approval of the Public Utilities Commission.

Treasurer Report: Bachar reported that SPWC is in a strong financial position. The company has $528,000 in the bank (with all accounts combined). Lori Crivelli asked what would be done with $500,000 once all the projects are completed? Rich acknowledged that it sounds like a lot of money to have on hand but it was not a lot of money when it comes to running a water company/system. When the projects are completed we will still have more water lines to replace and that will also be costly. The current fees run approximately $1000 per household annually but he has seen systems that charge $2000 annually.

OLD BUSINESS:

- SB 1398 Lead Service Line Inventory Requirement due October 2024. Complete your surveys! This inventory is being required nationwide. To date we have received 110 responses and need 240 more.

NEW BUSINESS

- RFP for accounting services - SPWC accounting needs will change. The new water meters will be digitized and customers will be able to look at water usage. We are looking into software to identify the one that will be most beneficial to us. Mark Myers inquired about whether he could see the next rate case prior to its submission. Rich indicated that the rate case becomes public information after it is submitted.
- Aileen explained that we have the need for two additional Vice President positions, one in Operations and one in Administration and Business matters. Discussion followed. There will also be a need for the Vice Presidents to have access to funds as needed. It was decided that they could have up to $1,000 a money per project and up to $3000 a month total. Heidi made the motion to approve the two new Vice President positions. Bachar seconded the motion which was unanimously approved.
- Aileen announced that SPWC will be moving their BOD meetings to the 3rd Saturday of every month. Lori Crivelli suggested that the OFSRA do the same and asked if SPWC could meet in the morning. Moving forward the meetings will be on the 3rd Saturday of each month at a time to be confirmed.

BOARD COMMITTEE REPORTS

A. Partnership - Curt Cowan - Nothing to report.

B. System Improvements - Aileen Loe - Nothing to report.

C. Communications - Wanda Lenhardt - Nothing to report.

D. Resilience - Heidi Ordwein reported that magnets have been ordered with SPWC contact information so customers can keep them on their refrigerators or in a place that is convenient.

   SPWC has also purchased hats with a company logo. Vests were also ordered so when contractors are in the community they can be easily identified.

BOARD MEMBER REPORTS: Nothing to report.

ADJOURNMENT 2:05 p.m.

Next meeting: September 21, 2024 @ time TBA in person and on *Zoom*

Please email questions to message@sierraparkwater.com