SIERRA PARK WATER COMPANY

Board of Directors Meeting Minutes

Date: April 19, 2025
Time: 11:00am
Location Lodge at Sierra Park
Virtual: Zoom Link Here

I. Call to Order 11:05

II. Attendees Aileen Loe, Heidi Ordwein, Wanda Lenhardt, Richard Valentine, Reid Johnson, Kim Wach, Steven Olson, Randy from Mountain Valley Environmental Services

III. Review and Approve Agenda 1 item to add. NB Service agreement with Tye Matthews,

IV. Executive Committee Report : Nothing to report.

V. Approval of Minutes

i. Board of Directors Meeting (March 2025) Heidi made the motion to approve the March meeting minutes, Wanda seconded the motion that was then unanimously passed.

ii. Board Committee Meeting Minutes - None

VI. Manager and Engineer Reports

i. General Manager – *Rich Williamson*

- Professional services and support - Will be going over testing results. Will revise charting of accounts to show the difference between grant money and normal monies. Will work with Carlson and Heidi. Working on getting payment systems to be more efficient and timely at the same time. Heidi reiterated to those present in person

ii. Certified Operator – *Randy Johnson,* Mountain Valley Environmental Services

1. The tank level indicator repair is in progress. The necessary part has been received.
2. 25391 Rebekah can't be found but needs repair.
3. Work is being done on fire hydrants. There is one more needing repair that will require an electrician. He has found a main tank meter that can be used.
4. Sawyer will remove trees around tanks - OFSRA will cover as they are their trees.

iii. Company Engineer – *Reid Johnson*

- State of the Water System
  a. Tested for Chromium 6 - None detected and Asbestos - was non-detected.
  b. 210 tank repair contractor will come in the middle of May. They will take the 210 tank on Isaac out of service

and then we will use the other tank farm. Will put in an indicator at that time. They will repair the outside of the tank, inspect the inside of the tank, will put a new outlet on the tank and install an 8 inch valve.

iv. Project Manager – *Aja Verburg, Black Water Consulting Engineers*
SPWC has an agreement to review regarding our new contractor now, Construction Solutions. We should be able to give a Notice to Proceed in mid July. They will be able to start with building the building. The treatment plant should be done by April of 2026. Depending on weather conditions it could take longer. We have submitted an adjustment in funding to the state. The total cost of the treatment plant is exceeding the amount of the grant. We have asked the state to raise our grant amount. We should get an idea of their response within the next month or two.

Meters - The meters are funded through the Department of Water Resources (DRW). We entered an agreement to prepurchase the water meters. We are out to bid for the installation of the meters. The prebid meeting is scheduled forApril 30, 2025 at 10 AM. DWR is processing an extension for this project. The Bid will close May 14th. Steven wanted to know the details of the meters.

VII. Old Business

i. Water Treatment Plant – Heidi made a motion to approve the Construction contract for - $2.199 million with Innovative Construction Solutions. Wanda seconded the motion that was then unanimously approved. Aileen acknowledged Reid and Aja for all their work. Lael Potter also had worked hard to get the money for public funds.

We need to get approval for a geotechnical report. We have received several proposals for the geotechnical report. It was not put into the design in the beginning but has to be done. Crofford and Associates Inc. will be doing it for $31,000 . Wanda made the motion for Crofford and Associate to do the geotechnical report. Heidi seconded the motion. Aileen asked for discussion. Clarification was asked for as to when it would be done. It should be done by June 30th. The board voted it on and it was a unanimous approval.

ii. New Utility Billing System - We will be using SMART meters which wll be read with AMI. The meters can be read remotely providing information about usage electronically to the billing system. Usage will be billed in the rears. Our billing software has to change. We are

transitioning into the new billing system. For now we will use the current system and bill in March for April, May, and June. The June bill will be generated with some new billing features. The billing will be billed at a flat rate. It will have options for Auto Pay - and you will be able to receive your bill electronically.

VIII. New Business

i. Changing from Flat Rate to Metered Rate

Kim Wach asked about whether undeveloped lots have to pay the same rate and how usage will impact the bills. Aileen said that everyone currently pays the flat rate regardless of whether properties are vacant or developed. Once meters are installed there will be a flat rate which is what is referred to as a "Ready to Serve Charge" and then usage will be added to the bill as a separate charge. Rich discussed the rate structure. The current Tariff indicates that The Service Readiness Charge will be reduced. The new rate will be 193.5 per meter per quarter. Water usage will be added on to the bill.. As to vacant lots, it is ambiguous. We will work with the CPUC. Kim said she was paying for a vacant lot with the assumption that she can have a free hookup if she chooses to build on that lot. She wanted to know if that would remain the same. It will be the same. In the ZOOM chat box Steven Olson asked about whether an electric shut off will be installed with the new meters. We will not do that. Individual owners can choose to put their own shut off process on their side of our meter.

ii. Aileen stated that we need to update our water system and digitalitize our information. She proposed to have Ty McCarthy Skylark Ariel Solutions do the work. They have estimated it will take eight hours of work at $75 an hour. The data stays with us but we can access it. There is no ongoing commitment and we can cancel if needed. Heidi made the motion, Wanda seconded it and the motion for this service was approved.

IX. Officer Reports

i. President - None
ii. VP Operations - None
iii. Treasurer - We have our money placed in two separate banks. Our funding is strong. We have customer accounts that are delinquent. Wanda and Rich have been working with those who have not paid. Of those that have not paid there are only a couple of customer accounts that are severely delinquent.
iv. Secretary - We have new shareholders. Share sales are now suspended until after the annual meeting. We didn't have anyone

volunteer to run for the board. We will have an opening and are still looking for people to join the board.

X. There will be no meeting in May due to preparations for the Annual Meeting on May 26, 2025 at 1:00

XI. Adjourn 12:09