SIERRA PARK WATER COMPANY

Board of Directors Meeting Minutes

Date: March 15, 2025
Time: 11:00am
Virtual Meeting Only:
Zoom Link Here

I. Call to Order: President Aileen Loe called the meeting to order at 11:05.

II. Attendees:

The Board: Aileen Loe, Curt Cowan, Heidi Ordwein, Wanda Lenhardt
SPWC Contractors: Rich Williamson, Reid Johnson, Randy Johnson of Mountain Valley Environmental Services (MVES), and Aja Verburg.Black Water Consulting Engineers
Other Attendees: Sandra Phelan

III. Review and Approve Agenda - Aileen asked if there were any revisions to the Agenda. There were none.

IV. Executive Committee Report: The Board met for Executive session after the March Meeting. They met again on Sunday the 16th. The prepurchase of the meters was discussed at length. Heidi Ordwein made a motion to Authorize the Prepurchase of the AMI Meters for all lots, developed (327) and Undeveloped (27) as verified by Blackwater Consulting Engineers. Curt Cowan seconded the motion that was then carried with an unanimous vote.

V. Approval of Minutes

a) Board of Directors Meeting (February 25) Wanda made the motion to approve the minutes from the February 15, 2025 meeting. Heidi seconded the motion that was unanimously approved.

b) Board Committee Meeting Minutes : Nothing to report at this time.

VI. Manager and Engineer Reports

a) General Manager – *Rich Williamson*
Professional services and support - Rich has been working on the Annual report for the CPUC. He has been working with Reid Johnson on the EAR report. He is working with the CPUC regarding future policies to ensure we remain in compliance with them.

b) Certified Operator – Mountain Valley Environmental Services CEOw
Randy Johnson

. John Turner and John Camacho are the two certified Operators that will be handling routine operations working with him to meet our needs., under the supervision of James Bell

Reports of leaks or any water emergency should now to go Randy and James as they will be the ones with the responsibility to dispatch someone to address the situation. Rich indicated he would contact Motherlode Answering Service to update the instructions.

Randy mentioned clearing trees and vegetation around the water tanks as part of fuel reduction efforts was needed. Structures need to be cleared to 100 feet or more wherever possible. Randy will get bids from Sawyer Tree Management to clear those areas. Trever identified the need around the 210 tank as well as the tank farm.

c) Company Engineer – *Reid Johnson*

- State of the Water System - Reid will be testing the water on March 27th for Chromium 6.

Reid said that overall the water system is in good condition. He said that tank 210 (off Issac) needs some servicing. The interior of the tank needs to be coated. This will occur in April or May. Superior Tank will do the work and the contract has been signed.

Maps of the water system are being updated.

d) Project Manager – *Aja Verburg*

- Water System Upgrades: Water Treatment Plant, Meters and Pipeline work

Aja reported that the bids were opened on March the 11th for the Water Treatment Plant Project. Several bids were received. The low bid was for 1.874 million and was from American Integrated Services (AIS). The next lowest bid was higher by $375,000. The second lowest bidder has filed a protest. Aja will follow up with resolving this protest and will involve legal counsel. Once the protest is resolved a Notice of Intent to Award the contract will be issued.

Aja next reported that the project for the meters and SCADA system is progressing. Randy said that the installation process is likely to begin at the end of the summer. Aileen said that we have asked for an extension on our grant timelines and we are awaiting a response.

VII. Old Business Nothing to report.

VIII. New Business

a) Water Treatment Plant – Construction contract
We need a recommendation to move forward with the contract. Wanda made the following motion: Sierra Park Water Company authorizes President Aileen Loe to enter into a contract with the low bidder as determined by Black Water Consulting Engineers at the conclusion of the protest period. Black Water is to forward all documents to Aileen and to forward all documents to the State Water Resources Board to request the final budget approval for funding. Heidi seconded the motion which was then passed unanimously.

b) Billing Services - We will begin using El Dorado Utility billing software by Creative Technologies to integrate the billing process with the installation of meters

IX. Officer Reports

a. Treasurer: Heidi reported that when all accounts are combined SPWC had $622,798.

Aileen reported that SPWC currently has 9 customer accounts which are significantly delinquent, three or fmore quarters behind. The board is following the procedures as adopted in the SPWC tariffs to seek payment. . Aileen asked Randy to verify that water is still shutoff to properties that had previously been given shutoff notices and payment has not been made.

b) Secretary - Preparations for the 2025 Annual Meeting are underway. Shares of stock will be available for purchase until April 15, 2025. If anyone is interesting in running for the Board, they need to notify Wanda by that date as well. All board members must be shareholders.

One customer attending by Zoom asked for assistance in determining the type of pipe used in their service line. The customer stated that her water was not drinkable. Discussion followed and it was pointed out that if water sits for extended periods of time the system needs to be flushed, by letting the water run through it. Reid stated that the water is safe to drink.

X. Adjourn : The meeting adjourned at 12:08 p.m.

Wanda Leuhaudt