

Phoenix Lake Country Club Estates

Mutual Water Company

(PLCCEMWC)

21296 Paseo De Los Portales

Sonora, CA 95370

April 15, 2025 **Board Meeting Minutes**

In Attendance: Tim Glick – President; David Harris – Vice President; Steve Lee – Director; Bill Knobloch – Secretary/Director Rayanne Tamayo – Director; Toivo Valtatie – Director, Randy Hoover; Operations Manager, Not present: Melvin Wingal – Operations Manager, on Workman's comp

Meeting called to order at 6:05 pm, Agenda with additional items

1. **Review of last meeting minutes** –Rayanne approved the minutes of the last meeting on March 17; Dave Harris seconded. Repeating from the previous minutes: Discussed the meeting with Melvin who refused to sign the employee handbook although it was communicated to Melvin that he must sign and agree to before coming back to work. Still uncertain about Melvin's return date. Still need to get someone to help Randy in the interim. Possibility of Toivo to pursue D2 cert training and coming on board to help Randy.
2. **Treasurer Report / Expenses** –Carlson delivered the report to Tim but Carlson did not have the income reported for the month of March. Only \$145 of revenue which reflects that 2 residents have paid. Coincidentally one of the largest expenses to note for the month was \$2485 from Carlson. The other largest expense was from Precision Enviro-tech for water testing \$4145.
3. **Status of Water System / Maintenance report** – see report completed by Randy. Wells 1, 4 and 7 continue to be our workhorse wells. Tasks completed included correcting our previously (16 non-electronically read) meters that are now

input into the system. Discussion that Toivo is in process of D2 certification and that Randy may pursue as well. Randy will evaluate based on Toivo's success in completing the certification.

- 4. Melvin:** Had yet another meeting with the Dr. on April 7th which extended his leave to May 20th, No date for any surgery or physical therapy to correct his thumb injury, It should be noted that per Melvin the thumb has "scar tissue" which may indicate that his thumb may have been previously injured? It is also unclear of when and where he injured his thumb. Conflicting reports indicate that he may have originally injured it at home? Also the thumb injury was never "reported" to Tim or anyone on the board until late September which was a week before the workman's comp claim was filed by Tim on behalf of Melvin. It should also be noted that PLCCE Water had to pay plumber over \$7000 to install the remaining meters that were never installed during the summer when Melvin was employed at the water company. It severely delayed the implementation of the Neptune 360 Meter reading system and also the El Dorado electronic billing system for our customers.
- 5. Randy Hoover Raise and Toivo on boarding:** It was agreed by the entire board to increase Randy's pay from \$22/hr to \$25/hr. In addition Rayanne has sent and I9 and W9 for Toivo to fill out. It has been agreed that Toivo will be at equal pay to Randy's hourly wage.
- 6. Power at Bear Cub:** Conifer Controls has provided a quote for "off grid" power for the Bear cub tanks amounting to \$23,496.81. Per Rod electricity is necessary for the ultrasonic sensors for tank levels, telemetry to report the gallons per minute coming in and going out of the tanks and PSI readings. Board approved.

7. Insurance: We are currently paying quarterly installments towards the 2025 yearly total of \$29,000. I discussed with Matt at Caldwell that the three tanks represent \$366,000 under our current policy. We would save \$10,700 if we didn't cover them. It was agreed by the board that the replacement costs of those tanks would be double the current values. So we need to continue to cover those tanks in the event of vandalism or catastrophe. Tim to call the State Rural Water Association for recommendations of better and more affordable insurance.

8. Leins: For non-paying customers, Need to shut off Eunice Gates water for non-payment. >\$3500. Several others. Tim still researching accuracy of the others that have not paid and those homes that need to get into lien status.

9. Buying and Selling home owner information: Joint letter to PLCCE customers and homeowners to pay yearly dues and their water bills delivered via eMail , Dave to discuss with Sue Forbes

10. Annual Shareholders meeting: June 21st

Meeting adjourned: 8:15 pm

Next Meeting: May 26th