

Phoenix Lake Country Club Estates

Mutual Water Company

(PLCCEMWC)

21296 Paseo De Los Portales

Sonora, CA 95370

January 27, 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 6:15 pm

1. **Review of last meeting minutes** –Tim Glick approved the minutes of the last meeting on December 9th; Rayanne seconded. Discussion regarding 15433 Camino Del Parque, Dale Byersdorf, tree fell on his house and we will only charge him \$20 Water Company infrastructure fee for the next six months. The one customer on Potato Ranch Rd. reads that he consumed 126K gallons while Tim has confirmed only 3059 gallons were used, Needs to appear that way in the billing.
2. **Treasurer Report / Expenses** – “4<sup>th</sup> Quarter Financials” were “resent” to Tim after our meeting per Jessica at Carlson, Expenses to note are \$15,024 to Conifer Communications / Controls, \$12763 for PG&E, \$7143 to Carlson, \$4519 for Griswald Industries, \$6405 to Precision Envirotech, \$1722 to State Compensation Insurance fund. Next report for January should reflect \$6400 for Dave's plumbing + charges for the last 2 meters, expecting a very large bill \$20,000 + from Canepa Water drilling for fixing the pipe / pump break at Well #2, Tim is documenting all the expenses for the fire hydrant accident expenses and sending to the insurance company to reimburse PLCCEMWC. Police report document's fault and damage.

3. **Status of Water System / Maintenance report** – Booster still is not working and per Randy still on staff monitoring tank levels 2x per day and turning the booster pump on and off manually, El Coyote Tank is now under control, pump has to be turned off at the circuit breaker, If not turned off the tank level goes up 3 feet per hour. Randy maintains tank level at 17-18 feet so it does not spill over. Well 2 is fixed, Melvin may not be able to come on full duty until 3/04/2025. Need to get Randy some help.
4. **Update on El Dorado:** Conifer controls has been providing reports to El Dorado for current meter reads, Tim communicating with Michelle on the customer's base water numbers so we get accurate billing going forward, Apparently Michelle has recommended only 800 support going forward. We only have 50% of the 393 customers that have provided their eMail addresses, One final chance for the next bill to customers to provide their eMail / phone contact information otherwise \$10 per month
5. **Update Employee Handbook:** Rayanne graciously edited the employee handbook for the entire board to read over and approve. Randy recommended a white board to update every day to focus on projects.
6. **Purchasing director notification:** Any expenses > \$2000 to notify the board

Meeting adjourned: 8:45 pm

Next Meeting: February 24, 2025