

Phoenix Lake Country Club Estates

Mutual Water Company

(PLCCEMWC)

21296 Paseo De Los Portales

Sonora, CA 95370

July 28th, 2025 **Board Meeting Minutes**

In Attendance: Tim Glick – President; David Harris – Vice President; Steve Lee – Director; Bill Knobloch – Secretary/Director; Toivo Valtatie – Director, Rayanne Tamayo – Director, Kevin Lancaster; D2 Operator, Not present: Randy Hoover; Operations Manager – Melvin Wingal, Operations Manager, on Disability

Meeting called to order at 6:03 pm, Agenda with additional items

1. **Review of last meeting minutes** – Covered our Meeting with the California State Water Board, The main purpose of our team is to provide the safest and cleanest water for our customers, Although we are on constant chlorination going forward our objective is to find and eradicate the source of the coliform and provide a proposal to the state that we have reversed the contamination, although the source is not yet known it could be that customers do not have the proper back flow device installed (CA State Requirement) or that one of the lateral pipes is compromised, Rayanne Tamayo approved and Tim Glick seconded.
2. **Treasurer Report / Expenses** – See reports that Tim Glick provided from Carlson, noted that several customers are not paying their bills on time resulting in overdue receivables. Note: Customers 90 days delinquent are eligible for water shut off, however we must allow 1 week after notifying customer (door hanger) before shutting their water off. Largest expenses to note are Ferguson Waterworks for \$6599 for piping materials infrastructure cost, Our CPA costs because of calls coming in from customers and billing migration to El Dorado (should be less going forward now that we have customers eMail and cell phone information), PG&E peaked in June because of higher

water use and refilling the tanks after flushing, ARCO fueling for the first seven months was \$3500, and Precision Enviro-tech for water testing, It was suggested to change our water testing to Geo Analytical

3. **Status of Water System / Maintenance report** – see report completed by Toivo. Started full time Chlorination with one C12 pump for wells 1 & 7, Need to provide Hach chlorine pumps for all operating wells, Randy repairing Well #4 to add the C12 pump, Well #5 still not operating correctly need to reprogram / repair
4. **Liens / mail:** In priority order need to inform customers that their water will be shut off if they are not paying their bills on a timely basis, report from Carlson already provided to Tim and Randy that those past due with balances over \$500 must be informed of their overdue payments and they must rectify to avoid lien on their house and of course water shut off, To repeat...Note: Customers 90 days delinquent are eligible for water shut off, however we must allow 1 week after notifying customer (door hanger) before shutting their water off.
5. **Customers in attendance at the meeting:** Feedback that they would prefer to have un-chlorinated water to drink but for now we have to comply with State requirements, Also “significant gap” in communications, Need to inform customers expeditiously via e-Mail, posting on Web site and text of water leaks, chlorination, bacteria detection. We did provide boil water notices to all customers and signage on Portales
6. **Closed meeting:** Worker going on disability