

Lassen Pines Mutual Water Co.
9294 Thatcher Mill Road
Shingletown, CA 96088
Agenda
Business Meeting of the Governing Board
March 28, 2024
5:00 pm

NOTE: This is a business meeting of the Governing Board. The Water Operators have been asked to attend.

GOVERNING BOARD MEMBERS: Don Bickel, Amy Barker, Kim Walters, Isabel Klopchic, and Lee Roth

EMPLOYEES: Barb March, Office Manager

ITEMS OF DISCUSSION/ACTION:

1.1 ACTION: Approval of agenda

1.2 ACTION: Approval of [minutes](#) from February 20, 2024 Governing Board Business Meeting.

1.3 POSSIBLE ACTION: Governing Board Organization

- President-vacant
- Secretary/Clerk-Amy Barker
- Chairman of the Board-Don Bickel
- Chief Financial Officer-vacant

1.4 DISCUSSION/POSSIBLE ACTION: Hire a non-profit attorney and board training.

1.5 DISCUSSION/POSSIBLE ACTION: Update by Kim Walters on property visit for new connection.

1.6 DISCUSSION/POSSIBLE ACTION: Update by Don Bickel and Amy Barker on Certificate of Deposits

- Moved funds into 3 CDs

1.7 ACTION: Approve contract for tank inspection diver for warranty purposes.

1.8 DISCUSSION/POSSIBLE ACTION: Update by Kim Walters regarding water pressure fire hydrant test.

1.9 DISCUSSION: Office Manager provided business & operations updates.

- Report number of members who are delinquent
- Previous board member owes Lassen Pines Water Company, Inc. through a lawsuit/settlement. Update on court request for an increase in monthly payments.
- Grant update-MDS Engineering and Department of Industrial Relations update
- Bank of America
- CPA/1099 Update

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- Liens on properties who have not paid their water bill
- Flier for Annual Membership Meeting to be sent in billing statement.
- Computer & office equipment needs.
- Quickbooks online payments
- Tri-Counties bank scanner
- Unemployment Challenge update
- Consider raise for Office Manager and new water operator-can be added to next agenda for possible action
- Other updates

1.9 DISCUSSION: Water Operators long-term plans

1.10 DISCUSSION/POSSIBLE ACTION-RIT014 Unimproved Lot

1.11 DISCUSSION: Plan agenda for Annual Membership Meeting on April 20th at 1:00 pm at Van Stelman Hall

- Welcome-Don Bickel
- Invitation to Open House to show members the progress of the grant
- Introduction of Board Members, Water Operators & Grant Manager
- Patrick, Water Operator, provide presentation on grant
- Mike Lafkas, Water Operator, provide update on Annual Water Report
- Grant Update from Joe Riess, Project Manager
- Budget Update from Barb March, Office Administrator
- Discussion on updating bylaws
- Questions from the general membership
- Mike, Joe, Steve, and Patrick provide tours at Open House.
- Other items

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