

Ponderosa Park Domestic Water Improvement District

Draft Board Meeting Minutes

November 17, 2020

I. Call to order

Mary Meyers called to order the monthly meeting at 6:00PM on 11/17/2020.

II. Roll call

The following persons were present. Chairperson – Mary Meyers, Board Members – Brad Bean, Al Jossis (via phone), Wayne Grossman, Recorder – Michael Wimmer, Southwest Utility Management – Stuart McLean
Public Attendees –Robert McBurnie, A.J. Adamkiewicz, Sharla Peterson, Jacqueline Wheeler, Lynn Klecak, George Everest, Derrick Rice (via phone), Lacey Merritt (via phone)

III. Public Forum

- a) No one from the public offered comment.

IV. Approval of Minutes

- a) Grossman moved to approve the minutes from October. Bean seconded. The motion was approved unanimously.

V. Review Financials

- a) Meyers stated that 4 accounts were notified of shutoff for lack of payment. Only 1 account failed to pay and was shutoff.
- b) Grossman reported that cashflow was down as a result of fewer people using water over the past month. Net income was up and accounts receivables is the best it has looked in years.
- c) Grossman reported a 6.4% increase in revenue and a 27.7% decrease in operating cost (primarily due to contracting with SUM).
- d) Grossman noted a \$3500 auditor charge.

VI. Operator's / Manager Report

- a) Mclean reported the operations were continuing as usual with no issues. Zero pressure of brown water calls over the past month.
- b) Mclean noted that demand has dropped and subsequently the wells have replenished the sharp drop seen in well levels during October. Over the past month the Manzanita well has been running regular.
- c) Mclean is continuing to work with Suez to schedule the tank maintenance. Maintenance will most likely be postponed until measurable rain helps to alleviate any fears of wasting water by evacuating the storage tanks.
- d) Mclean reported a new chlorine pump was purchased to replace a faulty 8yr old pump. Approximate cost was \$1500. 16 meters were ordered to complete the meter installation project and allow for a stock of emergency replacement meters.
- e) Mclean mentioned that Brian is winterizing meters as needed.
- f) Mclean noted the chlorine levels were within accepted standards. The new liquid chlorine injection system has helped to maintain consistency.

VII. Old Business

- a) No old business.
- b) Jossis requested to delay the review of the audit until the January meeting.

VIII. New Business

- a) No new business.

IX. Chairman's Forum – Meyers

- a) Meyers welcomed the new board members and requested that all new members have the appropriate documentation signed, notarized, and sent to the County Board of Supervisors.
- b) Meyers requested the phone numbers and addresses of the new board members in order to update the Emergency Contingency Plan.

X. Board Discussion of Priority and/or Agenda Item

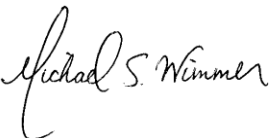
- a) No meeting in December.
- b) Meyers asked those assembled if they knew of residents using solar. This was in regards to a letter received by the County indicating a new tax on solar panels.
- c) Grossman mentioned a credit applied to the PPDWID account categorized as “Interest Income” resulting from a solar rebate. Lacey will investigate and report.
- d) Jossis requested an accounting review of the meter installation project.

XI. Adjournment

- a) Mary Meyers adjourned the meeting at 6:20PM.

XII. Final Note

- a) Proceedings (before, during and after the meeting) were videotaped by Mr. McBurnie.

Minutes submitted by: 

Date Submitted: 11/17/2020

Approved by board member:

Date Approved: