

BLUE LAKE SPRINGS MUTUAL WATER COMPANY
Minutes of the 2nd Interim Meeting
Arnold, California
Saturday, July 8, 2017 9:00am
Corrected Minutes from September 9, 2017

00:00:00

CALL TO ORDER:

At 9:00am the meeting was called to order. Directors present were Lee Bateman, Bob Maginnis, Paul Penney, Tom Schneider, Andy Rich and Sharon Tobias. Absent was Director Dave Owen. Also in attendance were General Manager Dave Hicks, General Counsel Michael Minkler, Watermaster Bill Heinle Administrative Operations Manager Lee Schmedes, and Accounts Manager Carrissa Schlaht.

00:00:33

APPROVAL OF MINUTES:

12th Interim Meeting of May 13, 2017

With no changes, the Minutes of May 13, 2017 stand as printed.

Organizational Meeting of June 3, 2017

With no changes, the Minutes of the Organizational Meeting of June 3, 2017 stand as printed.

Teleconference of June 12, 2017

With no changes, the Minutes of the Teleconference of June 12, 2017 stand as printed.

00:18:05

DISCUSSION OF MATTERS NOT ON AGENDA:

No items not on the Agenda were discussed.

00:19:00

FINANCIAL REPORT:

May Financials:

Treasurer Schneider starts with opening comments, then Director Bateman speaks regarding the types of financials we are trying to transition to.

00:57:44

June Financials:

Treasurer Schneider reports on the June Financials.

01:12:54

MANAGER'S REPORTS:

Water Production / Drawdown / Usage:

GM Hicks reports on well production, drawdown, usage and leaks.

01:23:53

Radio-Read Meters:

a. Phase 2 Progress Report

GM Hicks reports on the progress of changing out old meters and installing radio-read meters.

01:34:53

COMMITTEES:

Long Range Strategic Planning Committee:

Director Schneider reports on the most recent meeting of the committee discussing their responsibilities moving forward, including priorities. The focus through October will be reviewing the meter study for the rate structure in 2018.

USDA Infrastructure Improvement / Meter Installation Project:

1. USDA Loan

01:39:41

a. Interim Financing Waiver

~~GS~~ GC Minkler reports waiver filed with USDA on June 15th.

01:41:20

b. Approval of Letter of Conditions Form

MOTION

A **MOTION** was made by Director Bateman to approve **Resolution #17-7-8A**, where we agree to the Assignment of Income and Assessments form included in the Letter of Conditions from the USDA, seconded by Director Schneider, and approved by all present.

01:52:07

c. Authorization to Open Bank Accounts

MOTION

A **MOTION** was made by Director Bateman to approve **Resolution #17-7-8B**, Support for a USDA RD Loan Application Requirement to Open Bank Accounts, seconded by Director Rich and approved by all present.

02:03:16

d. Report on Kick-off Meeting with MC Engineering on June 19, 2017

GM Hicks reports on what was discussed at the meeting.

- 01:53:56 2. MC Engineering
a. Contract
MOTION ~~GS~~ ~~GC~~ Minkler reports on changes that need to be made to the Contract with BLSMWC and MC Engineering. A **MOTION** was made by Director Tobias to approve **Resolution #17-7-8C**, To Approve and Engineering Contract with MC Engineering and Authorize the General Manager to Execute the Contract, seconded by Director Bateman and approved by all present.
- 02:07:04 b. Progress Report by John Pedri, MC Engineering
John Pedri talks about surveying in the subdivision, matching the survey to the parcel maps then designing the system.

UNFINISHED BUSINESS:

- 02:19:18 Change Board Meeting Schedule:
Director Bateman asks if there is any interest in modifying/decreasing the monthly meeting schedule.
- 02:27:36 **MOTION** Finance Committee:
Director Bateman made a **MOTION** to establish a Finance Committee, seconded by President Maginnis. After discussion, it was decided withdraw the **MOTION** and review the charter of the LRSP Committee to check overlapping responsibilities of the two committees to see if a Finance Committee is necessary.
- 00:18:34 Open Meeting Act:
~~GS~~ ~~GC~~ Minkler asked for this to be moved to Executive Session
- 00:01:09 Office Lease:
1. Change of Realtor
GM Hicks introduces Mike Karnes, Realtor with Century 21 who will be handling the lease of the bank side of the building. A **MOTION** was made by Director Rich to accept the lease agreement, seconded by Director Schneider and approved by all present.

NEW BUSINESS:

- 02:55:16 Conservation Signage:
See correspondence.
- 02:55:18 Correspondence:
The Board discussed an email from a shareholder regarding the removal of the informational signage at the beginning of the subdivision.
- 03:05:37 Review / Audit:
Director Bateman recommends an audit this year instead of a review. Staff to research audit firms.
- 03:08:10 Committee Appointments:
Director Bateman will serve with Director Rich on the Salaries/Benefits Committee as well as the Personnel Policy Committee.

ACTION ITEMS REPORT:

No new Action Items were reported.

- 03:15:35 **ADJOURNMENT:**
A **MOTION** to adjourn to Executive Session was made by Director Tobias.

- 03:29:54 **RECONVENE TO OPEN SESSION:**
As there were no items to bring back to Open Session..

- 03:30:10 **ADJOURNMENT:**

Respectfully submitted by AOM Lee Schmedes
In conjunction with the digital recording of the meeting

APPROVED: