

**BLUE LAKE SPRINGS MUTUAL WATER COMPANY**  
**Minutes of the 4<sup>th</sup> Interim Meeting**  
**Arnold, California**  
**Saturday, January 5, 2019 9:00am**

00:00:00

**CALL TO ORDER:**

The meeting was called to order at 9:02am. Directors present were Jay Brethauer, Jeff Jones, Bob Maginnis, Paul Penney, Andy Rich, Sharon Tobias, and Mark Woltering. Also, in attendance were General Manager Dave Hicks, General Counsel Michael Minkler, Administrative Operations Manager Lee Schmedes, Accounts Manager Carrissa Schlaht, LRPC Chair Tom Schneider and John Pedri.

00:00:38

**APPROVAL OF MINUTES:**

3<sup>rd</sup> Interim Meeting of November 10, 2018:

With no corrections needed, the Minutes of November 10, 2018 stand as printed.

00:00:49

**DISCUSSION OF MATTERS NOT ON AGENDA:**

No matters were brought up for discussion.

00:01:06

**FINANCIAL REPORT:**

December Financials:

GM Hicks noted the December financials in the packet and asked if anyone had any questions.

00:04:38

**MANAGER'S REPORTS:**

Water Production / Drawdown / Usage:

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

00:11:55

**USDA INFRASTRUCTURE IMPROVEMENT / METER INSTALLATION PROJECT:**

Project Report:

John Pedri, with MC Engineering, reports on the status of the infrastructure improvement project.

00:52:27

Additional Projects:

Director Tobias reports on the list of additional projects BLSMWC is considering.

01:23:49

**COMMITTEE REPORTS:**

Long Range / Strategic Planning:

LRPC Chair Tom Schneider reports on the Asset Management Plan and Reserves Fund Policy and the Operating Procedure that the committee has been creating/working on as well as the Shareholder Service Line Replacement Cost.

MOTION

A MOTION was made by Director Tobias, seconded by VP Rich and approved by all, to accept the Reserves Fund Policy.

MOTION

A MOTION was made by VP Rich, seconded by Director Tobias and approved by all, to accept the Operating Procedure.

02:06:11

**UNFINISHED BUSINESS:**

2019 Meeting Schedule:

Director Tobias just wanted to make sure all Directors knew the change in meeting schedules.

02:07:27

Reimbursement of Shareholder Hook-up Costs:

The adoption of a formalized position regarding the shareholder hook-up costs was deferred to Executive Session.

02:07:32

**NEW BUSINESS:**

Correspondence:

None.

02:07:37

2019 Compensation Schedule:

VP Rich and GM Hicks outline a mid-year bonus offered to employees who go above and beyond normal duties. GM Hicks to develop a program to track employee's performance.

02:12:36

Treasurer Position:

The Board appoints Director Tobias to fill the position of Treasurer, due to the resignation of Treasurer Bateman.

**ACTION ITEMS REPORT:**

02:14:07 New Action Items:  
New action items were noted.

**ADJOURNMENT TO EXECUTIVE SESSION:**

02:16:03 President Maginnis adjourned to Executive Session.

**RECONVENE TO OPEN SESSION:**

04:29:15 Contractual obligations and salaries/wages were discussed.

**ADJOURNMENT:**

04:31:04 President Maginnis adjourned the meeting at 1:31pm.

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

**APPROVED:**

**Next Regularly Scheduled Meeting: March 2, 2019**