**Palomar Mountain Mutual Water Company, Inc.**

**Regular meeting of the Board of Directors**

**June 18, 2023**

**The meeting was held at the Water Co. office building.**

**Directors Present:** Joanne Marugg, John Lesac, Brian Wagner, Brett Michael Hauser, Mary Ellen Harshberger,

Diana Forero-Cook and Charles Black.

**Staff Present:** Mike Probert [Operator], Linda Thorne [Office Manager], Renee Forero-Cook [OM assistant]

**Visitors**: Lori Gerber [Baily Water Co.]

The meeting was called to order at 9:05 AM

The minutes of the December meeting were read and approved with corrections. Brett moved, Brian seconded, and the Board approved.

**Operator’s Report: Mike Probert**

*See the Operators written report as part of these minutes.*

**The Well levels:** The Well levels have risen considerably due to spring rains and possibly earthquakes opening fissures. Well #3 is at 18.5 feet and well #5 is at 12 feet.

**Water usage**: This is down to 8Kgallons/day versus 14K gallons/day last year. Our members have been conserving water. Our highest water user last year [120 gallons/ year] was down to 25 gallons/year this year.

**Testing**: We have had to do a lot of water testing, mostly because of new State requirements. We are current but will have more testing to do very soon. The latest bill was $2,180. Chlorine residual rules have changed again. This will take more work. We will need to do hexavalent chromium testing again because the County did not keep records over 10 years and the Stade wants this data. Hexavalent chromium does not need to be frequently tested. Mary Ellen asked about microplastic testing. This has not been required yet.

**Annual Meter readings:** Mike and Jeremy finished them last week.They were delayed because of the Crestline Road repaving with lots of equipment and no traffic control.

**48-hour shut-off:** Notices were placed on properties with unpaid bills.

**Grant for adding helicopter tanks on the mountain:** Mike was approached by a company asking us to get a grant so that they could put water tanks scattered over the mountain. Maybe a good idea, but we are not the ones to do the job.

**New meters installed**: new meters were installed on the Schnoovers’ property.

**Leaks repaired:** See the operator’s report for details of a major job. The water service needed to be shut down and the system chlorinated before restoring service.

**Testing labs**: We are using Alpha Analytical versus the State-suggested Enviromatrix. Alpha Analytical is certified and is less expensive. It is also closer.

**Darby well:** The state requires that this Well be capped. We have not been able to use this hand-dug well for many years. Mike and Jeremy will do this when they can get to the site.

**BSSP [Bacterial Site Sample Plan]:** The State has divided us into 4 quadrants. This will increase testing costs and be more work.

**Jeremy Dyson has been invaluable.** He works willingly and closely with Mike and is able to make decisions and carry them out without direction. He always reports to Mike about what he is doing and what he has done. **A motion, by Brett Michael Hauser, was made that Jeremy Dyson’s extra work hourly pay be increased from $35/hr. to $40/hr. The motion was seconded by Charles Black and the board approved unanimously**. Note: Extra work hours vary greatly from month to month.

**Secretary’s Report: John Lesac**

*See the new share transfers spreadsheet as part of these minutes.*

John read the list of new members.

**July mailing**: Linda has finished the July 2023 Newsletter and rate sheet that will be sent with the bills. The board approved. We will also send another ballot for Bylaw approval and a proxy for the Annual meeting.

**The new fiscal year Budget**: The 2023-2024 budget is finished. It is based on last year’s expenses and predicted new expenses. We do not have enough income to cover costs and so we will need to have a special assessment this year. Insurance and testing this year will be much higher than last year’s.

**July billing**: members will be billed for water use and a special assessment fee of $50/share to cover predicted costs.

**Reports finished:** The CCR, S1, and EAR have been submitted and approved.

**Email list and text list:** We need to get current with this. Many people respond much better to e-mail and text than to mail. We can use this for notifications, and to alert members if there is an emergency. We will discuss this further at the next meeting.

**Treasurer’s Report: Brett Michael Hauser**

*See financials for April 2023*

Brett discussed the Union Bank merger with US Bank. It will be called US Bank now. We can still use our old Union Bank checks. [This is good because we just ordered a lot of expensive checks.]

Brett also discussed financials. See the financial report for April 2023. Amazingly some of our expenses were down over the same time last year [electricity and legal]. They are way up for insurance.

**Old Business**

Joanne reiterated that one of our major legal expenses was almost resolved. We will be able to talk about this in an open meeting when everything is finished, and the papers are signed.

Job descriptions: Joanne passed around copies of the new job descriptions [edited by our lawyer]. Legally we must have these on file. All employees are to sign and date these.

**The meeting was adjourned at 11:00 AM.**

**Next meeting at 9:00 AM. on July 8th**

Respectfully submitted

Linda Thorne [Office Manager]