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

**Regular meeting of the Board of Directors**

**November 11th, 2023**

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

**Directors Present:** Jim Marugg, John Lesac, Charles Black, Brett Michael Hauser, Mary Ellen Harshberger and Sandra Cugusi Tristan.

**Directors Absent:** Diana Forero-Cook

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

The meeting was called to order at 9:02 AM

An update to the meeting agenda to include additional agenda items in Office Manager’s report was proposed. Brett moved, Sandra seconded, and the Board approved the agenda change.

The minutes of the October meeting were read and approved without corrections. Chuck moved, John seconded, and the Board approved.

**Operator’s Report: Mike Probert**

*See the Operator’s written report as part of these minutes.*

**The Well Levels:** Well #3 is at 14 feet and well #5 is at 16 feet vs 30 and 32 feet last year.

**Water Usage:** Water usage remains down averaging 5500 gallons/day during the week and increases to 10500 gallons/day on the weekends.

**Testing:** Water sampling and testing continues as required by the State with all results falling within acceptable limits. Alpha Analytical has caught up on billing us. There is upcoming testing this year required by the state that is likely to have a substantial financial cost, so we will work with Alpha Analytical to verify we are not testing more than necessary to help control costs.

**Meter Readings:**  Location #18 meters was read for escrow.

**Leaks:** Mike did a leak search on October 20th. A 10 gpm leak bubbling out of the ground was found on the owner's side of meter #58. The personal valve was turned off and the homeowner was notified.

On November 7th it was noticed the gallons pumped vs the hours pumped did not match. The #3 wellhead was found to have a crack. It was patched, and pumping returned to normal.

**Secretary’s Report: John Lesac**

No new escrows or updates to escrows to report by the Secretary this month.

**Office Manager’s Report: Linda Thorne**

The current Microsoft Access Database used by the Water Company has degraded. A new computer was purchased for $800 to resolve this issue and a backup of the database was obtained from former Board Member Brian Wagner. A copy of the database file was also backed up to the cloud. No data was compromised.

The annual newsletter will be out at the end of December with the meter service billing.

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

*See financials for August 2023*

Brett discussed the continued positive trend of reduced expenses month over month from the 2022 fiscal year to the 2023 fiscal year. The special assessment brought in an additional $10,000 of income this year that is helping us currently have a positive net income of roughly $2,000. However, this trend is not expected to continue as rising costs associated with expenses will soon push us to exceed our income.

Jim informed the board that the CLASS lawyers said it was a no for the Water Company to access that accounting program. He will speak with other small water companies to see where they are placing their reserve money.

As U.S. Bank money market returns continue to be extremely low compared to current average returns, Linda suggested looking into moving the funds to a Vanguard account.

**Future Business and Bylaw Change Updates**

Jim brought up that there is training the Board needs to complete. RCAC is potentially a free avenue for the Board to access the necessary training.

There is currently a class action lawsuit involving 3M and DuPont surrounding PFAS in drinking water for water providers. The opt-out date is approaching in December of 2023. The Board unanimously agreed to stay in the class action lawsuit.

The final votes needed to pass the Bylaw changes came in. The new Bylaws will go into effect on January 1, 2024

**The meeting was adjourned at 10:02 AM**

**Respectfully submitted,**

**Renee Forero-Cook**

**Assistant Office Manager**