

SOUTH FORK ESTATES MUTUAL WATER COMPANY

Board of Directors Meeting Minutes

April 19, 2023

Present: Mitch Pliskin, President; Steve Daniels, Vice President; Andrea Fitzpatrick (zoom), Treasurer; Patty Pliskin, Secretary; Julie Gray; Orfil Muniz (Zoom); Don Peter, D1 Certified Operator; Tom Ridenour D3/T3 Certified Operator (zoom); Clifford Stone, resident; Ginny Stone, resident

Absent: Michael Tharp, Developer; Sue Tharp, Developer

Call to Order: 7:06 pm

Handouts: Draft Water Rate Study Table of Contents; Tables of 2023 Revenue Vs. Expenses – first quarter 2023 & Projected possible revenue for 2023; Notice of Delinquent Payments letter for review

Subject	Discussion	Recommendation/Outcome
Old Business		
1- March 1, 2023 & March 29, 2023 Minutes Review	Minutes from March 1, 2023 & 29, 2023 meeting presented for review.	March 1, 2023, minutes – motion to approve; approved by Director Daniels, 2 nd by Director P. Pliskin, unanimous motion to approve carried. March 29, 2023 minutes - Insufficient Board members present to carry motion for approval. March 29 minutes will be reviewed at the May Board of Directors meeting.
2- Emergency Intervention to stop water leaks	As situation occurred with a water leak on private property. All efforts to reach the property owner exhausted. Currently, the leak does not appear serious. Director M. Pliskin will consult with our attorney as to what recourse we have available to us for shutting the water off.	Director M. Pliskin will consult with our attorney regarding rights to go onto private property to shut off a water due to an unattended property owner.
3- Ethics Class (AB54/AB240)	Directors who have not completed the required training are urged to complete the training ASAP.	The Directors that have not completed the required training were urged to do so ASAP.
4- Website	The Board discussed the Rural Water Impact host website. The cost is \$457 per year (plus a one-time \$350 set-up fee).	The Board approved a motion to move forward with the Rural Water Impact website. Director M. Pliskin will move forward in obtaining this host website.
5- IRS - 2019 & 2020 Tax Form 990 Submission	The IRS cleared SFEMWC of any deficiencies for tax years 2019 and 2021.	Deficiencies for tax years 2019 and 2021 cleared by the IRS.
6- Emergency/Disaster Response Plan	Director P. Pliskin, Director Gray and G. Stone will meet to work on this plan ASAP.	On-going.
7- Capital Improvement Plan (CIP)/Water Rate Study	Director Muniz presented a draft table of contents for a Water Rate Study. Director Muniz will spear-head this project. We will try to get more community support to help with this project.	On-going.
8- Water Rate Cost Adjustments	Part of Water Rate Study discussed with #6.	On-going.

New Business		
1- New Water Rates/Assessment Fees Impact	Director M. Pliskin presented a graph showing how much our revenue will increase due to increasing our water rates and assessment fee starting with the July 2023 billing. This will help off-set higher costs but may not be enough to cover all costs this year.	Informational Item.
2- Operation Report	Water samples for April negative. All water sample results for 2023 will be open for public review on our new website (should be up and running by mid-May).	April Water Sample results negative.
3- Operation Projects	<p>Due to budget constraints a motion was made (with the endorsement of our Certified operator) to delay maintenance of the storage tanks for one year. A motion was made to proceed with replacing Well 2's pump. As for removing the partial obstruction on Well 1, a motion was made and passed to hold the remove the obstruction.</p> <p>Director M. Pliskin presented a 2018 operations list – needs updating. Weed Trimming – Director M. Pliskin will contact Daniel's Landscaping – will schedule this for mid-May. Diana Gomez offered Abel Gomez's services for weed trimming around the well sites.</p>	<ul style="list-style-type: none"> • Hold off routine maintenance for the storage tanks for one year. • Replace Well 2's pump • Hold repairing the partial obstruction on Well 1 • Director M. Pliskin will contact all services for Weed Trimming to be completed by mid-May
4- Financial Report	Director M. Pliskin stated we have approximately \$62,000 in the bank. He also discovered an error regarding the assessment fee time frame on all invoices although the billing itself is correct.	Director M. Pliskin will meet with our bookkeeper to insure future invoices note the correct timeframe for the assessment fee.
5- New Neighbors	We have new neighbors moving to SFEMWC at the beginning of May 2023. Director M. Pliskin will ask Tony Parks and Steve Hudson if they can read the water meters at the end of April 2023 and establish a new baseline for the July 2023 billing.	Director M. Pliskin will contact T. Parks and S. Hudson to see if one of them is available at the end of April 2023 to get the water meter readings.
Next Board of Directors Meeting	The next Board of Directors meeting is scheduled for Wednesday May 31, 2023 @ 7 PM at 41855 Quail Run Drive, Three Rivers.	Information item.
Adjournment	Meeting adjourned at 8:50 PM	Informational item.