

SOUTH FORK ESTATES MUTUAL WATER COMPANY

Board of Directors Meeting Minutes

January 23, 2025

Present: Mitch Pliskin, President; Steve Daniels, Vice President; Nancy McFadden, Treasurer (zoom); Patty Pliskin, Secretary; Julie Gray; Diana Gomez; Lupe Torres (zoom); Tom Ridenour, D3/T3 (zoom)

Absent: Michael Tharp, Developer; Sue Tharp, Developer

Call to Order: Quorum established, and the meeting was called to order at 7:06pm

Handouts: Expenses and Revenue tables; End of Month Bank Statement graph; CIP Needs List for future State funding; 2025 Proposed Budget

Subject	Discussion	Recommendation/Outcome
October 30, 2024, Minutes Approval	A motion was made by Director Gray to approve the July 31, 2024, Minutes as presented, seconded by Director McFadden. The motion to accept the minutes was unanimously approved.	Motion to approve the October 30, 2024, minutes as presented was unanimously approved.
Old Business		
1- Ethics Class (AB54/AB240)	New classes provided by the RCAC will start in February and will be available every other month for 2025.	Director M. Pliskin will notify Directors that need to take the Ethics class with specific class dates when available.
2- Website/Statement of Information	Direct Impact notified Director M. Pliskin of a price increase for 2025. The new price is \$560.00. Director M. Pliskin informed the Board that the required Domain renewal has been paid thru January 2029 by Director M. Pliskin. The cost for 5 years is \$110.85. Director P. Pliskin filled out the State required Statement of Information. Director P. Pliskin paid the filing cost fee of \$20.00 for the Statement of Information.	Director M. Pliskin noted that one item was updated to meet the new ADA directive.
3- Committee Updates	<ul style="list-style-type: none"> •Emergency/Disaster Response Plan: Director Gray working on Emergency/Disaster Response Plan. •Capital Improvement Plan (CIP): Director M. Pliskin summarized the recommendations of the CIP meeting held December 21, 2024. Director M. Pliskin presented the Board a "Needs List" which was forwarded to the CIP committee. Shareholder Orfil Muniz volunteered to apply for State grants or loans on behalf of SFEMWC based on this list. Prioritization of items on the list will be based on the loan amount of money SFEMWC qualifies for. Based on recent problems the Board agreed the highest priority is installing a monitoring system at the well site and main storage tank. •Maintenance Committee: Maintenance issues will be discussed with the CIP Committee. 	<ul style="list-style-type: none"> •Emergency/Disaster Response Plan: In progress •CIP Committee: Applying for State funds for needed upgrades and repairs •Maintenance Committee: Part of the CIP Committee
4- CPA Financial Review	Deferred	Deferred
5- SFEMWC Files Storage	Director M. Pliskin informed the Board that most of the files are stored with Gary Whitney at Britton Construction.	Files to be moved into our storage container when available.

6- Policies	Director P. Pliskin working new policies; will be presented ASAP.	New policies in progress
New Business		
1- Annual Shareholders Meeting Preparation	<p>The Annual Shareholders meeting scheduled for February 22, 2025. The next Board of Directors meeting is scheduled for February 12, 2025. The purpose of this meeting is to review all documents to be presented at the Annual Shareholders meeting and ensure all necessary documents are complete.</p> <p>Attendance over the last few years has been steadily declining. Director M. Pliskin suggested holding a raffle as an incentive to improve attendance. The raffle would be held at the end of the meeting and requires stakeholders be in attendance. Each lot would be eligible if the owner of that lot is present. The winning lot drawn would be exempt from paying the water assessment fee for the April billing cycle. Board members would not be eligible for the drawing. A motion was made to hold the raffle at the Annual Shareholders by Director Daniels and 2nd by Director Torres. The motion was passed unanimously</p>	<p>Special Board meeting February 12, 2025 to review documents to be presented at the Annual Shareholders meeting February 22, 2025.</p> <p>A special raffle will be held at the Shareholders meeting as an incentive to increase attendance. The winner will not have to pay the \$195 assessment fee for the April billing cycle.</p>
2- Operations Report	<ul style="list-style-type: none"> •The main storage tank was found positive for coliform multiple times within one month. The system has been chlorinated multiple times. Sample results pending. •The main storage tank was found at or near empty twice within a 3-week span. Willitts Equipment was called after the first finding. They could not identify the cause. Booster pumps started manually. The second occurrence 2 weeks later – booster pumps were, again, started manually. The system has operated normally since the second occurrence. Director M. Pliskin will monitor the main storage tank to ensure the water level is maintained at an acceptable level. Willitts will be notified if the system fails again before attempting to start the booster pumps to properly diagnose the problem. •East Booster Pump: The pump was removed from the system due to constant leaking. It was rebuilt at Willitts Equipment’s facility and reinstalled the week of January 13th. The water system appears to be functioning normally at this time. •Discussed the need for a monitoring system to catch system failures before water supply drained. 	<ul style="list-style-type: none"> •Boil drinking water remains enforced. Waiting for water analysis results; chlorine appears to be dissipating since the system was chlorinated the week of February 13. •Main water storage tank found empty x2 early to mid January. System manually operated. Cause of the malfunction unknown. •Urgent need for a monitoring system discussed. Further discussion will take place.
2- Financial Report	Per Director M. Pliskin: \$46,799.98 cash on hand. This is due to approximately \$20,400.00 for new pump for Well #3 and \$4,390.00 for required water test for each well (every 3-year requirement). Director M. Pliskin presented a draft budget for 2025 for review. Director M. Pliskin was not able to present a P&L and a balance sheet for 2024 due to a couple of discrepancies that need to be corrected. He will also meet with SFEMWC’s tax advisor regarding depreciation expenses due to well #1 and well #3 having new pumps installed.	Director M. Pliskin will meet with SFEMWC’s tax advisor and bookkeeper to obtain a correct Profit & Loss Statement and balance sheet for 2024.
Closed Session	Director M. Pliskin updated the Board as to who is delinquent with water bill payments and how much they owe.	Informational item.
Next Board of Directors Meeting	The next Board of Directors meeting February 12, 2025, @ 7pm at 41855 Quail Run Drive, Three Rivers CA.	Information item.
Adjournment	Meeting adjourned at 9:02 PM with thanks to all for attending and participating.	Informational item.