

## SOUTH FORK ESTATES MUTUAL WATER COMPANY

### Board of Directors Meeting Minutes

April 24, 2024

Present: Mitch Pliskin, President; Steve Daniels, Vice-President; Nancy McFadden, Treasurer; Patty Pliskin, Secretary; Julie Gray; Diana Gomez; Tom Ridenour (zoom), D3/T3; Don Peter, Shareholder; Hunter Watson, Shareholder.

Absent: Lupe Torres; Michael Tharp, Developer; Sue Tharp, Developer

Call to Order: Quorum established, and the meeting was called to order at 7:14 pm

Handouts: 2024 Expenses and Revenue tables; End of Month Bank Statement graph; Board of Directors meeting schedule April 2024 – February 2025

Subject	Discussion	Recommendation/Outcome
<b>February 24, 2024 Minutes Review</b>	A motion was made by Director P. Pliskin to approve the February 24, 2024 Minutes, approved by Director Gray, second by Director McFadden. The motion to accept the minutes was unanimously approved.	Minutes approved by Director Gray and 2 <sup>nd</sup> Director McFadden. Motion carried by Directors present as written.
<b>Old Business</b>		
1- Ethics Class (AB54/AB240)	Directors who have not completed the required training are urged to complete the training ASAP. Director P. Pliskin to provide new Board members the RCAC link to sign up for the class ASAP.	RCAC link to sign up for the Ethics class to be sent to new members ASAP.
2- Website	Director M. Pliskin noted that 78% of Lot Owners/Residents have signed up for ALERT NOTIFICATIONS through our SFEMWC website.	The Board will continue to encourage all lot owners and residents to subscribe for emergent notifications.
3- Emergency/Disaster Response Plan	Director Gray reviewed our old plan and is in the process of bringing it up to date. May establish a committee to help her and Director P. Pliskin with the plan.	Director Gray and Director P. Pliskin may seek volunteers to help establish an Emergency/Disaster Plan.
4- CPA Financial Review	Deferred	On hold.
5- SFEMWC Files Storage	1- Director M. Tharp is closing his Visalia office. He has several cabinets with pertinent SFEMWC records. We have room in our storage locker (located next to wells 1&2) for his files plus several boxes of files left with Director M. Pliskin. Tony Parks has the key to the locker. 2- Shareholder H. Watson suggested we review online web-based storage program ZOH01 Premium Suite to store the water company's documents.	1- All pertinent SFEMWC files should be moved into the storage locker by wells 1&2 ASAP. 2- Director P. Pliskin will review the ZOH01 Premium Suite website and report her findings at the next Board meeting.
6- Bi-annual Chlorination	Tom Ridenour, Certified Operator, will chlorinate the water system in May 2024. He will notify Director M. Pliskin at least 3 days in advance. Once the date is set Director M. Pliskin will notify all stakeholders and residents to take whatever protective steps residents may deem necessary preparing for the chlorination.	Water system chlorination to be done in May 2024. Director M. Pliskin will notify all residents and stakeholders as to when this will be done. Notification will take place by email and through the ALERT System on SFEMWC website.
7- Board of Directors Meeting Schedule	Director M. Pliskin presented proposed Board of Directors quarterly schedule for 2024 that included the Annual Shareholders Meeting scheduled for February 22, 2025.	A motion to accept the proposed Board of Directors meeting scheduled was made by Director M. Pliskin and was unanimously accepted. Director M. Pliskin will post the Board of Director Meeting schedule on the SFEMWC website ASAP.

New Business		
1- Operation Report	<p>1- Marine Industrial Tank Inc conducted an inspection of both water storage tanks on April 24, 2024. They did not find any issues with either of them. There was minimal sediment. Unfortunately, they had to cut one of the bolts off from the top hatch of the 100,000-gallon storage tank. Per T. Ridenour, CO, this does not pose a threat to our water system and does not have to be repaired. It was noted that there is rust on the tank and pipes wells 1&amp;2 that needs to be taken care of. Director M. Pliskin will discuss with T. Ridenour, CO, who to notify to fix this issue.</p> <p>2- PFAS – (Forever Chemical Test), new regulation – We were notified that we are late with testing. T. Ridenour, CO, is waiting for clarification from the State to complete this test.</p> <p>3- Monitoring Report – All wells due in October. The estimated cost is between \$4000-\$5000.</p> <p>4- Lead and Copper report due 2025</p> <p>5- Drought Report – new State required monthly report completed by T. Ridenour, CO.</p> <p>6- CCR – Director P. Pliskin – report in progress; must be completed and received by all shareholders by July 1, 2024</p>	<ol style="list-style-type: none"> <li>1. Storage tanks in good shape; T. Ridenour, CO, recommends having the storage tanks internal inspection done in 5 years. Rust at top of main tank and around pipes by wells 1&amp;2 needs to be repaired.</li> <li>2. PFAS - T. Ridenour, CO, in the process of completing the required test.</li> <li>3. Monitoring Report due October 2024. Cost estimate to complete the report \$4000-\$5000.</li> <li>4. Lead and Copper report due 2025</li> <li>5. Report – new State required monthly report Drought completed by T. Ridenour, CO.</li> <li>6. Director P. Pliskin is completing the CCR. The CCR will be emailed to all shareholders as well as posted on the SFEMWC website. This report must be received by all shareholders by July 1, 2024.</li> </ol>
2- Committees	<p>Director M. Pliskin proposed the need for the following Committees:</p> <ol style="list-style-type: none"> <li>1- Welcoming Committee – Develop a letter to inform new shareholders of our water company</li> <li>2- Capital Improvement Plan Committee – list and prioritize projects</li> <li>3- Emergency/Disaster Response Committee</li> </ol>	<p>Possible Committees:</p> <ol style="list-style-type: none"> <li>1- Welcoming Committee – Director Daniels volunteered to write a welcoming note for new South Fork Estates property owners</li> <li>2- Capital Improvement Plan – Shareholder Orfil Muniz assisting with prioritizing what equipment may need replacing.</li> <li>3- Directors Gray and P. Pliskin helping with Emergency/Disaster Plan</li> </ol>
3- Financial Report	<p>Director M. Pliskin noted:</p> <ol style="list-style-type: none"> <li>1- 46 of 48 property owners paid their 1<sup>st</sup> quarter water bills timely.</li> <li>2- Our property and liability insurance provider raised the cost for 1 year to nearly \$6000 while cutting our coverage from \$250,000 to \$100,000. Director M. Pliskin suggested we should try to find new carrier before our policy expires April 1, 2025.</li> <li>3- Cash on hand as of April 19, 2024: \$61,631.37 (graph presented showed monthly cash available trend for 2 years)</li> <li>4- Due to issues with our current bookkeeping system/process, Director M. Pliskin discussed to possibility of taking over the bookkeeping without outside help.</li> </ol>	<p>Due to the high cost of property and liability insurance, Director M. Pliskin suggested looking for a new insurance carrier before our insurance policy needs to be renewed April 1, 2025</p> <p>Director M. Pliskin will review the possibility of having someone within the water company provide bookkeeping and financial services. He will report his findings at the next Board meeting.</p>
4- Closed Session	<p>Director M. Pliskin updated the Board as to who is delinquent with water bill payments and how much they owe. A discussion was held as to whether it would be cost effective for the water company to try to shut off a delinquent property owners water.</p>	<p>Informational item.</p>
<b>Next Board of Directors Meeting</b>	<p>The next Board of Directors meeting is scheduled for Wednesday, July 31, 2024</p>	<p>Information item.</p>
<b>Adjournment</b>	<p>Meeting adjourned at 9:23 PM</p>	<p>Informational item.</p>