

***SHEEP CREEK WATER COMPANY
REGULAR BOARD OF DIRECTORS MEETING
April 22, 2025 ~ 6:00 PM
SHEEP CREEK WATER COMPANY
4200 SUNNYSLOPE RD., PHELAN CA 92371***

Anyone who would like to attend meetings in person are required to RSVP not less than twenty-four (24) hours prior to the meeting.

Meeting Minutes

1) Open Meeting- 6:00 PM

- a. The Regular Board of Directors Meeting of April 22, 2025, was called to order at 6:02 PM by President Andy Zody. Secretary/Treasurer Kellie Williams led the Pledge of Allegiance. Director David Nilsen led the Invocation.
- b. Attendance:
 - a. Andy Zody is in attendance as President.
 - b. Luanne Uhl is in attendance as Vice President.
 - c. Kellie Williams is in attendance as Secretary/Treasurer.
 - d. David Nilsen is in attendance as presiding Director.
 - e. Eric York is in attendance as presiding Director.
- c. Guest Present:
 - a. None
- d. Staff Present: General Manager Joseph Tapia and Therese Rodriguez, Executive Manager, were present.
- e.

2) Consent Motions

- a. Minutes:
 - a. *Regular Board of Directors Meeting- March 18, 2025*
- b. Bills:
 - a. *March 18, 2025 through April 22, 2025*
- c. Managers' Report: Included in Board Packet

David Nilsen moved to accept the Bills, Managers Report and Minutes as presented. Eric York seconded the motion.

Motion passed 5 yes, 0 no

- 3) **Open Forum/Public Comment-** Under this item any member of the Board or Public may address the Board on any item relating to the company not listed on this agenda. However, the Board is prohibited under AB 240 from taking any action on an item not appearing on the agenda. Board president will call on each participant and at that time you have three (3) minutes to speak. Please be advised that this meeting will be recorded for documentation purposes and to help the accuracy of the meeting minutes.
- 4) **Old Business**

Information Items:

- a. System Update
 - a. See Mangers Report below

Action Items:

- a. Board Member Goals

Luanne Uhls moved to accept the Board Member Goals as presented. Kellie Williams seconded the motion.

Goal #1 - Look at the utility billing system that offers the ability to split Tier 1, 2, and 3 pricing. Research and gather data regarding water meters and other technology to upgrade our company.

Goal #2 – Allocate \$300,000 annually to upgrade and maintain the water system.

- Dedicate \$100,000 per year from Tier 3 revenues.
- For the new water service, the setup costs will go to the general fund. If there are any remaining funds after the setup, they will be allocated toward improvements of the water systems. Adjust for inflation.

Goal #3 – Maintain right-of-way and easements by ensuring regular debris cleanup and addressing problem areas to prevent disruptions and ensure safety.

Motion passed 5 yes, 0 no

5) New Business

Action Items:

- a. 1-Meter

David Nilsen moved to approve the 1” meter as presented. Luanne Uhl seconded the motion.

Motion passed 5 yes, 0 no

6) Next Scheduled Meeting

- a. May 3, 2025- Annual Shareholder’s Meeting
 - a. Place our attorney at the head table.
 - b. Follow-up Organization meeting
- b. May 20, 2025

7) Closed Session 6:09

Nilsen moved to go to close session at 6:09. Eric York second the motion.

- a. Employee Evaluation

6:20 out of closed session

Luanne Uhl moved to adjourned the meeting 6:20. Eric York second the motion.

Motion Passed 5 yes, 0 no

8) Adjournment 6:22

Respectfully Submitted,

Kellie Williams-Secretary/Treasurer

Sheep Creek Water Company

Board of Directors

Regular Board of Directors Meeting – Managers Report

April 22, 2025

PRODUCTION

- March Production- 50.50 AF- 2025 Year to Date Production- 138.52
- March Meter Service Usage- 27.27 AF, 2025 Year to Date Consumption- 89.58

Well soundings, 2025:

- Static Water Levels compared March 2024 to March 2025.

Well, 2A. Static level is up 13 FT.

Well, 3A. Static level is up 9 FT.

Well, 4A. Static level is up 18 FT.

Well, 5. Static level is up 13 FT.

Well, 8. Static level is up 18 FT.

Well, 11. Static level is up 4 FT.

Well 13. Static level N/A

Tunnel the Tunnel flow is currently averaging 355 GPM.

- Total pumping capacity as of March 2025 is 2,935 GPM.
- Current usage is averaging 286,600 gallons per day, 200 gallons per minute.

Work Completed or in Progress- March 2025

- Work orders as office requests.
- Well soundings – weekly.
- Samples- weekly.
- 6- Meter upgrades.
- 0-Mainline leaks / 1- service line leaks.
- Meter Maintenance.
- 3-New Service Line.
- Tank Flushing.
- Well 13 Update:
 - Flush well 13.
 - Built wood table chlorine pump.
 - Tapped in 2 test ports for pump check.
 - Install overflow drain.
 - Edison is on schedule for power.