

***SHEEP CREEK WATER COMPANY
REGULAR BOARD OF DIRECTORS MEETING MINUTES
July 18, 2023 ~ 6:00 PM
SHEEP CREEK WATER COMPANY
4200 Sunnyslope Rd., Phelan, CA 92371***

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

MEETING MINUTES

- 1) **Open Meeting-** 5:00 PM
 - a. Closed Session – 5:15
 - a. Legal Issues – discussion followed.

- 2) **Re-Open Meeting-** 6:01 PM- Report out items in closed session.
 - a. Flag Salute
 - b. Invocation
 - a. The Regular Board of Directors Meeting of July 18, 2023, was called to order at 6:02 PM by President Andy Zody. Vice President Luanne Uhl led the Pledge of Allegiance. Director Erik York led the Invocation.
 - b. Directors Present:
 - Andy Zody is in attendance as Presiding President.
 - Luanne Uhl is in attendance as Vice President.
 - Kellie Williams is in attendance as Secretary/Treasurer.
 - David Nilsen is in attendance as presiding Director.
 - Eric York is in attendance as presiding Director.
 - c. Guests Present: Peter Barnes
 - d. Staff Present: General Manager Joseph Tapia and Therese Rodriguez, General Manager Assistant, were present.

- 3) **Consent Motions**
 - a. Minutes:
 - a. *Regular Board of Directors Meeting- June 20, 2023*
 - b. Bills:
 - a. *June 20, 2023 through July 18, 2023*
 - c. Managers' Report: Included in Board Packet

Nilsen moved to accept the Consent Motions presented. Uhl seconded the motion. Motion carried.

5 – Yes

0 - No

- 4) **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 meeting minutes.

Nilsen – Next agenda request, establish goals for next year.

Nilsen – Next agenda request, entertain a COLA for all employees.

Uhl – Thanked Nilsen for donating the 4-H and FFA student projects (meat) to the company employees.

Zody – Next agenda request, review meter costs.

Zody – Barnes Facebook post discussion followed. Zody asked Barnes to re-word or remove comments on Facebook from “connection: to “contacted by Central State Water Resources.”

Barnes – The water quality report, discussion followed. Tapia said an updated report is coming.

Barnes – Discussed comments Nilsen made during the April 2023 school board meeting. Discussion followed.

5) **Old Business**

Action Items:

- a. Future Share Program- Authorize SCWC Manager to Purchase Shares

Nilsen motioned to approve the authorization of the SCWC Manger to Purchase Shares. York seconds the motion.

Discussion followed regarding Tier 3 funds available to purchase shares.

Vote - Motion carried.

5 – Yes

0 – No

Information Items:

- a. Central State Water Resources Presentation

Cancellation, until next board meeting

- b. System Update

Tapia reported on healthy productions and system updates – see attachments. Discussion followed.

- c. Water Master Plan Update

Tapia reported that Ardurra estimated the timeline to submit a completed rough draft by November.

- d. Grant Management Update

Rodriguez reported on the possibility of grant funds to purchase/replace our old tractors by November (pending).

- e. Robert’s Rules of Order Committee

No information to report

6) New Business

Action Items:

a. New Meter

New residential meter request. No payment. The request has been moved to next month's meeting until paid in full.

Discussion followed. Meter interest list, notify people interested in meter needs to come to the office to pay in full. First come, first serve.

b. Well 8 Fencing

Williams moved to install a new fence per the quote around Well 8. Uhl seconds the motion.

Discussion followed. Security of the well site.

Vote. Motion Carried.

5 – yes

0 – no

Information Items:

a. Billing Software

Muni-link – software with all the bells and whistles. Discussion followed. Paystar was the prior quote, but it was pricey. Online payment is a key feature needed.

b. Co-Bank Application Process

Discussion followed. Rodriguez discussed the loan process.

c. By-Law Review Status

Zody requested another board member to review the document he transposed from the original PDF file to printed hard copy By-Laws of Sheep Creek Water Company Revised 1985.

7) Next Scheduled Meeting

a. August 15, 2023

8) Adjournment

Nilsen moved to adjourn the meeting. Uhl seconded the motion—at 6:52 pm.

Respectfully Submitted,

Kellie Williams-Secretary/Treasurer

Sheep Creek Water Company

Board of Director

Appendix A:

July 18, 2023

PRODUCTION

- June Production- 51.74 AF; 2023 Year to Date Production- 246.64
- June Meter Service Usage- 42.83 AF; 2023 Year to Date Consumption- 193.45

Well soundings, 2023:

- Static Water Levels compared June 2022 to June 2023:

Well 2A static level is up 30.03 feet – Water Level 248.59

Well 3A static level is up 30.03 feet – Water Level 252.10

Well 4A static level is up 21.58 feet – Water Level 270.58

Well 5 static level is up 16.17 feet – Water Level 258.30

Well 8 currently in rehab

Well 11 static level down 2 feet – Water Level 947'

Tunnel the Tunnel flow is currently averaging 182

- Well 2A running an average of 7 hours a day. Ran for 29 days.
- Well 3A running an average of 2 hours a day. Ran for 2 days.
- Well 4A running an average of 1 hour a day. Ran for 1 day.
- Well 5 running an average of 7 hour a day. Ran for 28 days.
- Well 8 running an average of 0 hours a day. Ran for 0 days.
- Well 11 running an average of 1 hours a day. Ran for 1 day.
- Total pumping capacity as of June 2023 is 1776 gpm.
- Current usage is averaging 465,000 gallons per day, 323 gallons per minute
- **Allotment Tier 1 – First share on account remain 750 CF/Share and Remaining shares 150 CF/Share. \$0.55 per hcf**
- **Allotment Tier 2 – 150 CF/Share all shares after Tier 1 \$4.50 per hcf**
- **Tier 3 Overage- No Allotment \$10.00 per hcf**

Work Completed or in Progress-June 2023

- Work orders as office requests
- Well soundings – weekly
- Samples- weekly
- 11- Meter upgrades
- 3-Mainline leaks / 2- service line leaks
- Hydrant Flushing
- Install 300' New Water Line on Yucca Terrace
- End of Line Flushing
- Valve Exercising
- Vehicle maintenance
- Well 13 Update:
 - Pilot Hole Drilled to 1920'
 - Ream Hole is Currently at 501' (Drill rig is currently down, waiting on mechanic)
 - Zone Testing Completed. Hydrogeologist are expecting Well 13 to produce between 115 GPM- 375 GPM.