

SHEEP CREEK WATER COMPANY
REGULAR BOARD OF DIRECTORS MEETING
September 17, 2024 ~ 6:00 PM
SHEEP CREEK WATER COMPANY
4200 Sunnyslope, 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- 6:01 PM

- a. The Regular Board of Directors Meeting of September 17, 2024, was called to order at 6:01 PM by President Andy Zody. General Manager Joseph Tapia led the Pledge of Allegiance. Director Eric York 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, General Manager Assistant, were present.

2) Consent Motions

- a. Minutes:
 - a. *Regular Board of Directors Meeting- August 27, 2024*
- b. Bills:
 - a. *August 27, 2024 through September 17, 2024*
- c. Managers' Report: Included in Board Packet

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

Correction – Luanne Uhl title “Presiding President” changed to “Vice President”- August meeting notes.

Motion passed

- 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.

Zody suggested to the Board to look into Employer Group, Human Resource Company services to support us to look into job descriptions, HR support, payroll (not needed).

York inquired about the company's sponsorship of Phelan Fun Days. Joe Tapia confirmed that the company is sponsoring the event.

Nilsen expressed gratitude to the staff and employees for their support during the local fires and the assistance they provided to the community. Joe mentioned that the company transported a generator to the Wrightwood Well Site, for as needed use. Helped a stranded woman with children and an infant with a flat tire and used the company's water truck to refill RV water tanks. The crew also assisted in relocating the San Bernardino County Sheriff's Department Command Center with the use of their dump trailer and trucks. A special thanks was extended to the general management and staff from the entire board.

4) **Old Business**

Information Items:

a. System Update:

a. See Managers Report below.

Action Items:

a. Well 11 or Well 13 Pipeline Project Approval

a. Well 13 – Joe Tapia presented on the Well 13 project, explaining that it can eliminate six deadlines, with Malpasos being a slightly longer route. A customer with 500 feet of frontage will need to cover costs for his property, and Joe suggested the customer pays for materials while the company handles the labor for free. Though the Master Plan suggests routing down Lebec, the Malpasos route would add more pipe to the system, benefit the entire west side of town, and improve fire flow with an 8" line.

Nilsen moved to proceed with the Well 13 extension project, and Uhl seconded the motion. During the discussion, Zody asked about funding, and Nilsen proposed using the CO-Bank funds as it aligns with the Master Plan.

Motioned Passed: 5 yes, 0 no.

Side conversation – connection of all water companies for Fire prevention.

5) **New Business**

Action Items:

a. No items.

6) **Next Scheduled Meeting**

7)

a. October 22, 2024

b. November 19, 2024

8) **Closed Session**

a. none

9) **Adjournment 6:17**

Nilsen moved to adjourn the meeting at 6:17. York seconded the motion.

Motion passed 5 yes, 0 no

Respectfully Submitted,

Kellie Williams-Secretary/Treasurer
Sheep Creek Water Company
Board of Directors

Manager's Report:
September 17, 2024

PRODUCTION

- August Production-76.95 AF- 2024 Year to Date Production- 391.78
- August Meter Service Usage- 57.83 AF; 2024 Year to Date Consumption- 309.42

Well soundings, 2024:

- Static Water Levels compared August 2023 to August 2024:

Well, 2A. Static level is up 11 FT.

Well, 3A. Static level is up 13 FT.

Well,4A. Static level is up 9 FT.

Well, 5. Static level is up 4 FT.

Well, 8. Static level is up 10 FT.

Well, 11. Static level is down 1 FT.

Tunnel the Tunnel flow is currently averaging 274 GPM.

- Total pumping capacity as of August 2024 is 2,283 GPM.
- Current usage is averaging 607,000 gallons per day, 422 gallons per minute.

Work Completed or in Progress- August 2024

- Work orders as office requests.
- Well soundings – weekly.
- Samples- weekly.
- 5- Meter upgrades.
- 0-Mainline leaks / 1- service line leaks.
- Working on DDW service lines Records.
- Replace four service lines.
- Well 13 Update:
 - Under slab Conduit has been Approved by San Bernardino County.
 - RBI will be setting up Form for concrete slab and installing Electrical Ground Rods.

Allotment Tier 1 – All share 600 CF. Tier 1 \$0.65 per hcf

Allotment Tier 2 – 300 CF. Tier 2 \$5.27 per hcf

Tier 3 Overage- No Allotment. Tier 3 \$11.00 per hcf