

OTEMWC Board of Directors Meeting Minutes September 21, 2018

The meeting was held at the home of George and Marian Silva, 3000 Woodstock Road. George Silva called the meeting to order at 4:30 PM. Board members present: Hank Cook, Nancy Eckhous, Dennis Jorgensen, Mike Rhodes and George Silva. David Mexico, OTEMWC watermaster, also attended.

Meeting Minutes: The board reviewed board meeting minutes for July 14, 2018. Minutes were approved unanimously.

Treasurer's Report: Nancy Eckhous presented the treasurer's report and a statement of income and expenditures YTD through August.

First Bank checking:	82,783.27	Budget Allocation:	Operating Fund	20,000.00
First Bank CD's	<u>179,168.76</u>		Reserve Fund	<u>241,952.03</u>
Total Bank Balances:	\$261,952.03		Total:	\$261,952.03

Total cash collected was \$105,004.52, which was \$16,292.52 over budget. Nancy made several suggestions to the board:

- One CD will mature October 29th. She recommends that a new CD be opened with these funds. George advanced a motion to grant Nancy authority to open new CD's this year as she judges appropriate. This was passed unanimously.
- Nancy suggested that we adjust the checking balance lower and shift funds to an additional CD at year end.
- She also noted that at the close of accounts on October 31st, a new draft budget could be generated for 2019 using these data. She will do this and the board will review the draft once crafted.
- At the next billing cycle, we should alert shareholders that a 4% increase to water rates will become effective in conformance with our overall budget process announced at the annual shareholder's meeting this past May. This will be done by the accountants and Mike will have a notice posted on our web site (see below).
- Nancy also suggested that we consider advancing our planned investment in a radio system to simplify meter reading and improve our oversight of water usage.

Watermaster's Report: David Mexico also had several items to report:

- Water quality testing: All recent bacti tests have passed and the 3rd Quarter 123 TCP testing is to be undertaken shortly. In this regard, he further requested that our Consumer Confidence Report be posted on the website.
- Dave recommends that we replace the Impulse radio system with a SCADA system that will continuously monitor well performance. This automation will possibly lower costs by eliminating current data collection efforts.
- David has been investigating the feasibility of transitioning to new water meters that use ultrasonic technology, thus having no moving parts which significantly reduces maintenance issues. There are two alternatives. An AMI type allows continuous data to be collected, the other, an AMR system, provides data only at the time of a 'drive-by' collection process. He will report to the board his findings as soon as available.
- PG&E and Edison have alerted the community that power will be shut-down at times of imminent fire danger. Dave suggests that we consider the purchase of a portable back-up power generator to drive one or two of our wells (well #7 or #6) at such times. The cost is approximately \$50,000. Dave to investigate.
- In follow-up to our last board meeting, removal of existing plants surrounding our wells and their replacement with draught tolerant plants will be underway shortly.

Old Business

Dennis Jorgensen updated the board regarding his review of OTEMWC documents and director manuals and his plan for updating them. He will distribute information shortly to the board for their review.

New Business

George requested that Mike post several items of shareholder interest to the website. These include: a current list of officers, accountant's phone number, a reminder notice that water rates will increase by 4% as of January 1, 2019 (see above), our next Newsletter and our recent Consumer Confidence Report (see above). Mike will do so and will add the recently approved board minutes as is our custom. Mike pointed out that website posting is done by Allan Corlin as a courtesy to the board.

Adjournment: There being no further business to come before the board, the meeting adjourned at 5:25PM

Respectfully submitted,

Mike Rhodes, Secretary