



P.O. Box 321  
North Fork, CA 93643

## MINUTES

**Cascadel Mutual Water Company  
Board of Directors Regular Meeting Minutes  
Friday, October 11, 2019 4:00 PM  
CDC (Old Mill Site) Conference Room**

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**Call to order** at 4 PM.

**Verify Quorum of Directors** – Quorum verified. President Stan Eggink, Treasurer Steve Johansen – Steve Johansen has Wayne Shortes' proxy, Secretary Ken Trapp, and Director Ed Rose.

**Approve Minutes** - August 16, 2019 Draft Minutes approved as written. **Motion** by Steve Johansen, Second by Ed Rose. No Objections. Motion carried.

**Approve Agenda** – Items need to be added to 6. New Business. (d.) Culvert Clearing Quotes, (e.) CDC Storage, (f.) PG&E Power outage. Add to Closed Session two items: 1. Discussion of delinquent customers, 2. Decision on addition of New Water Company member to the system. **Motion** by Ed Rose to accept the Agenda as amended. Second by Ken Trapp. No objections. Motion carried.

### **OFFICER REPORTS**

#### Presidents Report-Stan Eggink

The billing issues have been reconciled by issuing of new account numbers to customers. Changes on Accounts receivables have been made to Quick Books.

#### Treasurers Report-Sandra Adelizi of Busy Bee Accounting& Steve Johansen

The accountants are going back to the Fiscal year beginning to reconcile the dollar figure needed to be transferred to Road Fund from the general Water Company fund account.

Steve Johansen - We had big expenses the past three months. The Fencing around the water company facilities was \$30,850.00 and the loan payment for the USDA Bond for \$25,087.87. We still have a positive cash flow.

Regular monthly deposits into the USDA Reserve will be made to keep the account current. Ed Rose commented on the Treasurer's Report and its improved transparency of the accounts and money flow.

#### Water Operator Report

Brian Curtis- Every three years Madera County needs to have a reading on the quality of the water in reference to lead and copper. Ken Wood and Brian Curtis took the required samples and they have been turned into the county for testing. The past two tests indicated zero contaminates and we expect the same results on these samples.

Stan Eggink – The inside of the tanks are inspected on a regular basis for rust and other damages not seen from the outside. This is not a requirement of Madera County, it is simply good operating and preventative maintenance practices. We are scheduling an internal inspection at reservoir #1 within the next several weeks after modifications to relocate the water inlet to the top of the tanks have been completed. We had hoped to move the reservoir #3 water tanks to a higher elevation to eliminate the well #3 air gap problem. Our pending grant requires the CMWC to own the reservoir property thereby making it impossible to lease the higher property from the USFS. Therefore, the Well #3 Air-gap correction is moving forward as originally planned.

#### Firewise Report- Carol Eggink

The Firewise Brigade met September 17, for a community chipping day. A total of five properties were serviced. The total volunteer hours on wildfire fuel clearances for this year are 634. The Volunteer hourly value is \$25.43 giving us a total value of \$16,122.62 submitted for fuel clearances. There are many owners who did work on their property but have not turn in the work hours, so I estimate at least \$25 - \$30 thousand worth of actual fuel clearances this year. The CWPOA is applying for another Cal-Fire Fuels Reduction Grant for 2020.

**Road Committee- Ed Rose.** We have obtained an Encroachment permit from Madera County Public Works Department for Road work. Our contractor is working up a bid for repair on the low water crossing / weir. Fish & Wildlife will be contacted for any necessary permits and related environmental requirements. Carol Eggink asked Ed to check for low hanging limbs and encroaching brush to allow for snowplow clearances.

**Unfinished Business** - Stan Eggink

***Air Gap issue*** – Correction being implemented.

***USDA Storage Tank Grant Status*** – Brian Curtis – The USDA is finalizing our grant package. The latest request is for the past three year of tax filings for the water company. The grant application is now completed and on the USDA web.

There is no ETA on the close of the grant or the funding.

***SRF Test Well Grant Status*** – Nothing to report

**New Business**

***Add a property to the Water Co distribution system***

Ron Davino addressed the Board regarding the condition of his well and asked for the Board to consider allowing him to become a Water Company Member and added to the CMWC distribution system. The Board will discuss and make final decision in closed session today.

***Modify Monthly billing dates***

The Board was asked to consider changing the water meter reading date to the 25<sup>th</sup> of the month to eliminate the supplemental billing if a customer has an overage. After discussion it was decided that the overages will be added to the following billing cycle and the meters will continue to be read on the first of the month.

***Review customer overage***

After discussion on the overage and the cause of a first time occurrence, the Board has made their decision according to the issues of the situation to forgive the overages this time.

***Culvert Clearing Quotes–***

We are considering utilizing contractors to help keep the community maintained in the future. Clearing the main culverts is very important for the proper maintenance of our roads. Therefore the Board requested quotes from various licensed contractors. Quotes were received from three companies to clear culverts. After discussion with members present, the Board decided to enlist the Firewise Brigade for clearance of small culverts and to use the low-bid contractor to clear the large culvert on Cascadel Drive as a test site.

***CDC Storage***

Our current office space is too small to store the years of history & documents which need to be kept for various reasons. Stan Eggink has been discussing the possibility of accessing more storage space at the CDC. The Board agreed to make a formal request of the CDC.

***PG&E Power outages***

The recent decision by PG&E to shut off power in the event of high winds and other natural events which could be a cause of starting a wild fire, will have an impact to our water system. Utilizing our spring as a water source during the summer months requires the use of our electric-powered chlorinator. A small generator or hand-dispensing chlorine into the tanks is being considered as possible alternatives.

***Adjourn Regular Meeting – Motion*** to adjourn regular meeting by Ed Rose. Second by Steve Johansen. No objections. Motion carried. Meeting adjourned at 6:15pm.

***Closed Session***

***Call to Order*** – Meeting called to order at 6:20pm

1. Reviewed past due accounts. We will take appropriate actions as necessary.
2. Vote to offer membership to Ron Davino – Vote was unanimous.

***Adjourn Closed Session – Motion*** to adjourn closed session by Ken Trapp. Second by Steve Johansen. No Objection. Motions carried. Meeting adjourned at 7:05pm

***Reconvene Regular Meeting*** - Meeting reconvened at 7:06pm

***Adjourn Regular meeting*** – No members were present to discuss closed session items. ***Motion*** to adjourn regular meeting by Ken Trapp. Second by Steve Johansen. No objections. Motion carried. Meeting adjourned at 7:07pm.

Minutes by CE

Reviewed and edited by the Board.