



P.O. Box 321
North Fork, CA 93643

PH 559-877-2635
FAX 559-877-4024

www.cascadelinternet.com
cascadelwoods@netptc.net

APPROVED MINUTES

Cascadel Mutual Water Company Board of Directors Meeting Closed Session Due to Covid-19 Restrictions Friday, July 10, 2020

1. **Call to Order** at 3:07 pm.

2. **Verify Quorum of Directors** – Stan Eggink, Ed Rose and Steve Johansen present – Quorum verified Ken Trapp arrived at 3:20 pm.

3. **Approve Agenda** – Motion to approve agenda as written by Steve Johansen – Seconded by Ed Rose

4. **Approve Minutes, May 8, 2020 – Motion** by Ed Rose to approve the minutes with an amendment to include discussion to approach Ron Davino to replace Vice President Wayne Shortes, who resigned at the end of the May 8, 2020 CMWC Board of Directors meeting. Seconded by Steve. Motion approved unanimously. Steve requested the Draft Minutes be included in the email note to attend each Board meeting. This will be added to the action items.

5. **Reports:**

a. **Presidents** – Stan will comment throughout the meeting.

b. **Treasurers-** Savannah of Busy Bee Accounting – A year ago we had 20 members in arrears, the number as of this year is 10. In February of this year we had only 4 members using the pay by credit card feature. We now have over 30 members paying their invoices by credit card. The account numbers are derived from the subdivision and lot numbers. If you have Subdivision 1, Lot 24, your new account number is 124. Most members are including the new member account numbers with their payment, making the bookkeeping faster.

The Board discussed the amount of overhead the Road Department should be responsible for. After discussions, a **Motion** was made by Steve Johansen to require the Road Department to pay 10% of the “Road Income,” subject to annual review. This will provide better numbers at the end of the 2020-2021 fiscal year vs. the past year of transition from the CWPOA to the CMWC. Motion seconded by Ken Trapp. Ken Trapp arrived at 3: 20 pm. No Objections. Motion passed unanimously.

Road expenses were approximately \$10,900 for the last year from an income of approximately \$32,000. At the beginning of the current fiscal year, there is a balance carryover of \$26,738.30. This is the first time in many years there has been a reserve in the Road Department accounts. More on this under the Road Committee report.

c. **Operators** – Brian Curtis had no new news to report on the grant issue and was not at the meeting. We are waiting for the funding to be released.

The spring went on line June 22 which means chlorine was introduced into the system as required by law.

The Consumer Confidence Report went online under the CMWC side of the Cascadel Internet website on June 26, 2020. A notice regarding this was included in the July invoicing to all members as well. If anyone requires a hard copy they are to call the office with the request.

d. Firewise – We had 2 chipping days in June which included approximately 10 locations. Carol Eggink recently noticed a couple of piles being created while weed whacking the easements of our roads. We will hold another chipping day in early August. An email will be sent out notifying many of the date in case you want to be added to the schedule for the chipping day.

The National Fire Protection Association (NFPA) grant funds of \$500.00 has been used to repair the chipper hydraulic lines, fuel for chipper, hiring an individual to weed whack the water company roads and property of the tall grasses for fuels reduction around the water tanks, wells, and spring.

e. Road Committee – Ed Rose reported on June 18th a contractor was hired to fill pot holes and cover gatoring in some damaged areas of our roads. The larger areas were compacted. A couple of holes were missed and will be filled with a few bags of cold patch.

Ed requested bids for bridge and weir repairs. Two bids were presented and discussed by the Board. **Motion** made by Ken Trapp to approve the bid presented by B, C & F. Second by Steve Johansen. No objections. Motion approved. Ed Rose will follow up with the engineer and keep the Board apprised of developments.

6. New Business:

a. Officially appoint Ron Davino to the Board of Directors. Elect Officers. – The Board unanimously approved to appoint Ron Davino as a Director for the CMWC. The Board elected Ed Rose as the new Vice President and Ron Davino will be a Director.

The Directors as of today are as follows:

President – Stan Eggink

Vice President Ed Rose

Treasurer – Steve Johansen

Secretary – Ken Trapp

Director Ron Davino

Election schedule handed out to the Board for discussion – Board discussed the return envelope, letter of instruction to be included with each ballot, and deadline for accepting ballots by any means, email, mail, or in person, by proxy.

b. Review and discuss action to be taken on past due accounts. The Board discussed this in length and decisions were made under closed session confidentiality. **Motion** - Ken Trapp to amend letter of Notification of Forfeiture of Water Membership to include due date for payment and the cost of reinstatement of water membership if forfeited. Seconded by Ed Rose. No objection. Motion approved unanimously.

c. Review and discuss pending personnel changes with water operations. The Board agreed to finalize a contract with S&S Water Services to maintain our water system. Ken Wood will be a standby for emergencies. Ken will also read the production meters until the contract has been signed with S&S or another person volunteers to do the readings. Ken Wood arrived at 5:28 pm. He said the spring is still producing 60 gals per minute.

d. Establish action items. 1. Send Draft Minute copies to Board members with notice of meeting email.
2. Ed Rose follow up with engineer and purchase two bags of asphalt patch
3. Modify Draft Minutes of May 8, 2020 and put amended Minutes on the website
4. Modify Notice of water co. membership forfeiture.

Motion to adjourn by Steve Johansen – seconded Ken Trapp. Meeting adjourned at 5:31 pm.

Draft Minutes by CLE

Edited by ST