



Ponderosa Pines Water Company  
Regular Board of Directors Meeting  
November 18, 2021  
Remote Online Meeting: Zoom Platform

The Regular Board of Directors meeting was called to order at 6:04 pm. Directors present: Jeff Harris (*President*), Tina Kemp (*Secretary*), Cheryl Riddle (*Treasurer*), Rhonda Smith and Jerry Koch, Mike Lee is excused. Quorum has been met.

**Members in Attendance:** Approximately 6

New Board member swearing in - Austin Selle was sworn onto the board (position 5) by Jeff Harris.

**Minutes**

- October 28, 2021, Regular Board of Directors Meeting - Jeff Harris made a motion to approve the minutes. Tina Kemp seconded. With no further discussion, the board unanimously approved the minutes.

**Treasurers Report:** Cheryl Riddle

The board agreed to accept the October 31, 2021 Financial Report.

Mid Oregon CU Reserve	\$ 5.00	Accounts Receivable	\$ 36,898.28
Mid Oregon CU Reserve	\$ 70,868.25		
Petty Cash	\$ 50.00	Operating Expenses	\$ 7,823.08
US Bank MM Reserve	\$ 117,830.71	Reserve Expenses	\$ -
WaFd Checking - Operations	\$ 68,885.41	<b>Total Expenses</b>	<b>\$ 7,823.08</b>
WaFd MM Reserves	89,155.47		
<b>Total</b>	<b>\$ 346,794.84</b>		

Cheryl Riddle advised the board that BendBroadband is going to disconnect the internet service unless it's switched over to fiber which will increase the monthly cost. Cheryl will be checking with CenturyLink to see if they're less expensive. Cheryl also advised the board that Vial Fotheringham will be raising their rates at the beginning of the year.

**Manager's Report** – Jeff Harris read Dave Gillette's report – They have been replacing valve post markers, Well # 3 has been flushed and tested. Completed DCVA's checks and repairs. He also trained operators on proper procedures and scheduled the truck for maintenance.

**Unfinished Business**

- Well Area Minor Projects – Brad Covington - Brought in new gravel and leveled the area. He is going to finish enclosing the well with leftover materials. Brad is going to bring in some topsoil to plant clover or some type of ground cover.

**New Business**

- Pay Scale Resolution – Jeff Harris made a motion to revise the current pay scale resolution. Jerry Koch seconded. The current resolution shows the on call pay at \$12.00 per hour. The state has been increasing the minimum wage each year for several years now and plans on increasing the rate again next year. The wording will be revised to "per Oregon minimum wage". After discussion, the board voted and unanimously approved the change in wording.
- 2022 PPWC Meeting Dates – Tina Kemp motioned to accept the meeting dates and Cheryl Riddle seconded. After discussion, the board voted and unanimously approved the 2022 meeting dates that are subject to change.



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**Concerns of the Board**

- Cheryl Riddle commented on addressing the payments in the PPPOA meeting.
- Jeff Harris commented that he tries to keep his hours from 9:00 am to 4:00 pm.

**Concerns of the Members**

- D. Nelson – chatted Well #3 on line? Budget for 2022 approved by board? Jeff Harris reread a portion of the managers report about Well #3 and let her know the budget information.

**Executive Session**

- Personnel – Board recessed to go into an executive session at 6:32 pm. The meeting reconvened at 6:52 pm. No decisions have been made and nothing needs to be voted on.

Jeff Harris asked for a motion to adjourn; Jeff Harris motioned, and Austin Selle and Tina Kemp seconded. The meeting was adjourned at 6:53 pm.

*Reminder - Next Meeting is December 16, 2021, 6:00 pm via Zoom.*

Respectfully submitted by,  
*Tina Kemp*  
*PPWC Secretary*