



Ponderosa Pines Water Company  
Regular Board Meeting Minutes  
October 23, 2023

Meeting held with Zoom.

Jeff Harris called the meeting to order at 6:05 PM

Board Members Present: Jeff Harris, David Trachsel, Cheryl Riddle, Tina Kemp, Vincent Lorraine. Quorum is met.

More than four members present.

Jeff Harris recessed the regular board meeting to start an Executive Session at 6:06 PM to discuss personnel.

Jeff Harris reconvened the regular board meeting at 6:33 PM

#### Minutes

- PPWC Regular Meeting Minutes 09-06-2023, Approved Unanimously
- PPWC Regular Meeting Minutes 09-25-2023, Approved Unanimously

#### Treasurer's Report

- Financials will be ready for next meeting.

#### New Business

- Motion was made to accept the 2024 PPWC Expense Budget by Cheryl Riddle, 2<sup>nd</sup> by Vincent Lorraine. Passed unanimously.
- Discussion of Annual Billing Letter. Agreement made that verbiage will state that PPWC and PPPOA will continue to be separate entities.
- Update of bank signers.
  - Motion of 08-29-23 to add Vincent Lorraine and to remove Steve Maurer was rescinded.
  - Jeff Harris made a Motion to remove Steve Maurer only. 2<sup>nd</sup> by Cheryl Riddle. Motion passed unanimously. (I WILL INCLUDE THE CORRECT VERBAGE REQUIRED BY THE BANKS FOR THIS MOTION WHEN I RECEIVE IT)
- Discussion of backup generator propane tank replacement and change of propane supplier to Ed Staub.
  - Quote received from Ed Staub and with lower propane pricing it makes long term cost sense to replace the tank.
  - Price to replace the tank is approximately \$3700.
  - After discussion, funding for the replacement will come from the reserve fund.
  - Jeff Harris made a motion to replace the propane tank for the backup generator for a price of \$3700, including purchase and installation from Ed Staub. 2<sup>nd</sup> by Vincent Lorraine. Passed unanimously.



Ponderosa Pines Water Company  
Regular Board Meeting Minutes  
October 23, 2023

- Discussion of PPWC Master Plan Update
  - Jeff has not heard much feedback to the study. Several board members plan on submitting feedback to Jeff in a timely manner.

Concerns of the Board

- David Trachsel brought up that the Deschutes County property tax bill for PPWC came to the PPPOA mail address. Cheryl Riddle stated that she will have the address changed.
- Jeff had a concern that given the recent ups and downs of the board, that board members please communicate directly when possible and try to avoid heated email exchanges and to try and minimize any drama.

Concerns of the Members

- Desera Nelson messaged that according to the PPWC reserve study, the PPWC will not have \$15,000.00 for a master plan-update until 2025. Jeff stated that it would be unlikely that the master plan will be updated until 2025.

Jeff adjourned Regular Board Meeting at 6:59 PM.