**Raineri Mutual Water Company**

**Board of Directors Meeting**

**February 26, 2024 @ 7:00 PM**

**Via Zoom Teleconference**

**Minutes**

1. **Call to order and roll call.**

The meeting was attended by 5 participants in total for the duration of the meeting. Those attending were all 5 members of the board: Alison Armstrong, Westin Bolliger, John Camp, Mihai Damian, and Stephanie Massei. No alternate board members or other participants were present.

1. **Discussion and approval of the last RMWC Board member meeting that was held on January 29, 2024 @ 7:00 PM via Zoom teleconference.**

All 5 of the board members discussed and approved of the minutes from the last meeting held in January. Voted and approved by all 5 voting board members. No editing or changes are needed currently.

1. **Presentation of RMWC financial statements.**

The financial statements were presented by Treasurer Stephanie Massei. No major changes have been made since reviewing the financial statements from the previous month. Normal revenue stream and expenses for RMWC. The mutual did pay its annual California Water Board dues and is up to date. There has been communication with the RMWC community members who have become delinquent in paying their bills. One member was notified and is taking active steps in straightening out their account. The other delinquent member has not responded to the RMWC attempts to resolve their account issues. Communication is always key to keeping the water on. There was discussion about drafting a letter to the 2 or 3 accounts that have memberships/water certificates but have not built anything on the property to incur monthly charges from RMWC. This letter would potentially propose a buyback option for the water certificate; however, it would mostly be a notice to those members that at a certain point in the future they will begin to be charged the base rate despite not having a meter or using water.

1. **System status update.**

Current update on plant operations and water system status. All operations have been reported normal for this time of year. Bruce Carol has reported that there has been an issue of very fine silt that is making its way through the raw water input causing it to clog up the system roughing filters more frequently. This should soon stop being an issue. For now, Bruce will continue to clean the filters more frequently until the signs of the silt dissipate. The other item of concern is a tree near Alison’s house that threatens to damage water lines that run near the property. However, the tree falls into the jurisdiction of the county and will be their responsibility to remove/trim the tree since it is so close to highway 17. Alison has contacted CalTrans about the issue, we shall wait for further updates about this issue.

1. **Status of reply letter sent to Emami contractor. Discussion of codifying existing work done and work under discussion.**

Currently, no one from the board or any of the watermasters has heard from Emami and his construction outfit. There has been no response to the email from Marty Feldman sent out on behalf of the board members. Right now, it is what it is for the board members while we wait to see where we go from here in terms of resolutions for the issues with Emami and his outfit. Alison has volunteered to try and consolidate all information on this case with Emami and all the issues surrounding his projects on his properties. In doing so, the codified file or series of documents will show a paper trail as well as the topics discussed with Emami and his outfit that make it clear as to what was communicated and agreed upon for work concerning RMWC. At this time, discussions about rate increases or charging members with certificates and no meters have been put on hold until we figure out our next steps with Emami and his properties.

1. **Status of submission for costs of repair after county road clean-up crews damaged water lines.**

The claims filed and submitted by Marty Feldman to the county for reimbursement for our damaged water lines during brush clearing has been approved. This is confirmed while RMWC waits for the reimbursement check. The board can now consider this to-do item checked off the list.

1. **Discussion of Wade Bastien’s rate impact spreadsheet and next steps/timeline for possible rate increase.**

The 5 board members discussed at length the tough subject of increasing our water rates. Raising rates would help RMWC generate the revenue and the savings to put aside for the funding of future projects that will be needed to improve the system for the community. Wade Bastien has put together an incredible spreadsheet that the board can use to play around with numbers in different fashions to see how implementing different cost structures would work. Currently, the board would have to determine what projects hold highest priority, determine the cost and timeframe of the project, and then utilize Wade’s spreadsheet to see what cost implementation will work best. These funds are needed and necessary for the improvement and longevity of the RMWC plant. Not to mention, these funds will also help the board keep the lights on, so to speak.

1. **Review list of plans/actions from previous boards about improvements needed to be done for the RMWC plant and prioritize them appropriately.**

The board has discussed many ideas about what to do next as far as plant and infrastructure improvements are considered for RMWC. Secretary Westin Bolliger will begin to research minutes from past meetings and past board members to see if there are any projects or improvements that have been potentially forgotten about. In this way, we as a board can be accountable for things that were forgotten or failed to pass on from one set of board members to the other. Further research is required to discover and narrow down what projects are done, needed, or need to be reconsidered by the current board members. Improvements like fixing the plant shed, replacing outdated piping, and even adding another tank for storage purposes all have been ideas brought up by the current board but do not have any definite prioritization of when they should be completed.

1. **Review of punch list of tasks that need to be done quarterly.**

Vice-President John Camp has been in communication with Bruce to finalize a punch list about reoccurring maintenance around the plant. This list would entail smaller jobs that Gary, Bruce, and the team would perform to keep the plant looking ship-shape and maintained above the services they are already performing. Nothing has been set in stone yet. There has been discussion about the wages and cost of living for the watermasters who look after our system which has halted the progress of making a straightforward punch list.

1. **Status of RMWC paperwork and papers.**

Currently, the stored files and paperwork for RMWC are being transferred from former board president, Marty Feldman, to our new president, Alison Armstrong. These files are still mostly physical in form. A goal for this new board is to hopefully one day convert the physical paperwork into a digital format that can be accessed and searched more easily.

1. **Any other issues or points of discussion that are not listed in the agenda.**

None have been brought up by the board members at this time.

**Previously Tabled items:** The following items are a reminder of topics that have been tabled at multiple meetings.

1. The RMWC board would like to potentially see a formal scope of labor about Gary’s operations around the plant. However, there may also be discussion and review about a needed cost-of-living adjustment since his contract was last negotiated approximately 3 years ago. This topic has been tabled for a future date.
2. discussion about determining whether certificate holders who have not installed a meter or active water system should be charged some form of a rate. If they are to be charged, how is that rate to be determined and implemented?
3. Possibilities for hooking up to SJ Water for emergency use will remain on the priority list but it has been tabled for the moment. Still waiting for specific solutions.
4. **The meeting was adjourned.**