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**Board of Directors**  
**General Session Meeting Approved Meeting Minutes**

**Zoom Meeting** – December 10, 2022

**Board Members** – Bob Markland - President, Steve Duncan – Vice President, Cindy Daily - Treasurer V, Lindsey Chargin - Secretary, Joel Brandon, Curt Manganaan, Patrick McCaleb All Present

Also Present - Nick Zaninovich (McMillan Water Services), Gina Markley and residents Clarence Rasmussen and Tom Warnert

Call the meeting order: 10:01 am

**Agenda**

1. Approval of Agenda M/S/C Curtis/Steve/Carry 7-0
2. Approval of previous meeting agenda M/S/C Cindy/Curtis/Carry 7-0
3. Water Well Reports – Nick Zaninovich – Water Services Nick reported on water. Bob had some questions regarding 2020 vs 2021 numbers. Noted numbers over the last few months look consistent.
  - a. Status of Well 6 timer Timer wasn't displaying numbers. Not sure if from power outage or timer is broken. Jeff will check it out to see if Shaver Lake Construction can fix it or if we need an electrician.
4. Property report – Jeff Smith – Water Master Bob reported that he and Jeff met with a new rental owner regarding relocating their water hookup. An issue for the spring.
  - a. 2022 Generator run report. Copy for Board Archives Jeff will be asked to provide a 2022 run report for board archives.
5. Financial report – Cindy Financials were reviewed. We will be incurring some bank fees due to low balances. M/S/C Cindy/Curtis/Carry 7-0

- a. Review of Shaver Lake Construction Final Billing **Gina caught that the final SLC bill for the Madrone Tank was off my \$11k. Billing matches now and final payment will be going out. The tank is done!**
- b. 2023 Budget – Final review and vote. **Budget can be emailed to any interested members. M/S/C Curtis/Cindy/Carry 7-0**
6. Open Invoices - Cindy **Only 3 open invoices left. Certified mail sent to Gates for collection and advising of water shut-off due to safety concerns.**
7. Other current business:
  - a. Review and discussion of Central States Water Resources interest in purchasing Shaver Lake Heights Water Association. Discussion only. There will be no vote. **Board discussed concerns regarding selling to investor owned 3<sup>rd</sup> party. There is no BOD interest in pursuing at this time.**
  - b. Temporary Tank Status – Curtis **Posted on Facebook for sale. Have gotten a couple of low offers.**
  - c. Property Transfer Activity – Gina **Keeping up on it. Listed properties have been sent to us.**
  - d. Website pay button status – Bob, Cindy, Gina **Current website administrator Bryce Jensen has passed away. We need the pay button added. Lindsey and Patrick to reach out to contacts to assist in completion of this website modification.**
  - e. Snow Removal Status Cindy/Lindsey **So far so good this season.**
8. Committee Updates as Needed
  - a. Website Development. Bob, Joel – **Completed**
  - b. Develop financial plans to support CIP. Steve, Bob, Cindy, Gina
  - c. Rate increase. Steve, Curtis - **Completed**
  - d. Document Emergency Plans. Curtis, Jeff, Bob
    - i. Pump breaks down
    - ii. Main Water break
    - iii. Fire Hydrant break
    - iv. State mandate emergency statement
  - e. Update Association contact/mailing list. Gina, Cindy, Lindsey - **Completed**
  - f. Audit Water System Map. Jeff, Bob, Patrick **Commercial audit complete. Balance of association to be completed in spring.**
  - g. Association property audit. Bob, Cindy, Jeff
    - i. Inventory all Association properties, personal and real.
    - ii. Audit of conditions and recommendations to address.

### **Discussion Items not on the agenda**

Items discussed not on the agenda to be placed here.

**ADJOURNMENT 11:09am**