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Board of Directors General Session Agenda - APPROVED

Meeting – October 16, 2025 6 pm via Zoom

Board Members – Bob Markland - President, Patrick Lee - Vice President, Dean Alexander - Treasurer, Curt Manganaan - Secretary, Joel Brandon, Steve Duncan, Ken Schnell

Other Attendees –

~~Gina Markley – Administrative Assistant, Jeff Smith – Watermaster~~ **Clarence Rasmussen**

Call to Order – **6:03 pm**

Agenda

1. Approval of Agenda: **Motion to approve Steve, second Ken. Motion carried**
2. Approval of previous meeting minutes: **Motion to approve Dean, second Ken. Motion carried**
3. Water Well Reports – **Water usage down 42% from the previous month.**
4. Property review – Jeff **Was unable to attend. Jeff will contact Scotty Phippen to schedule snow removal equipment and generator routine maintenance.**
5. Financial reports – Dean & Gina
 - a) Review of August & September Financials. **No outstanding accounts receivable, all members are up to date with dues. All financial transactions were routine, nothing out of the ordinary to report**
Motion to approve August financials Ken, second Pat. Motion Carried
Motion to approve September financials Pat, second Ken. Motion Carried

- b) Discussion of possible 2026 Fee Increase – 2025 June CPI +1.5% (\$10) for SF Region? Discussed with no action being taken. Will be further looked into at upcoming meetings.
- 6. Discussion of Cross Connection Control Plan.
 - a. Michael McKeever will be onsite on September 18th & October 13th. Discussion of findings, recommendations and next steps. Recommendations: install anti-siphon hose bibs on all outdoor water faucets. Inspect all water closet water levels to ensure level is not above the fill valve. Also, minor corrections are needed at a few commercial properties. Michael McKeever will submit a request for an Cross Connection Plan extension to the State in order to make corrections and implement recommendations.
- 7. Wells Fargo CD maturing later this month. Renew? CD will earn approximately \$748 at maturity. Bob or Dean will contact Wells Fargo and renew the CD at when it reach's maturity.
- 8. Firehouse Bollard. Quote from Shaver Construction. SLC update needed regarding code requirements. \$1,046.00 est. No action taken. Bob will follow up with Shaver Lake Construction.
- 9. New master valve installations on East Tollhouse properties? Quote from Shaver Lake Construction. SLC advises meters are not a good idea right now. The company that provides them has had inventory issues. \$8,500.00 est. No action taken. Will be looked at in the Spring.
- 10.3 projects for 2025/2026: No action taken on these items
 - a. Annual Maintenance Tracker:
 - We need to finalize the list and appoint a maintenance lead person to manage as well as report monthly status to board. Pat and Joel will maintain the maintenance schedule/log.
 - b. Digital Records and Archives:
 - Requires the development of a digital file of SLHWA to archive relevant information. This purpose is to create a single location for future boards to access as a resource. Ken and Steve will create and archive a digital file for data collection. A central location for all historical data. They will maintain and update as needed.
 - c. Equipment valuation and CIP projection for 2027.
 - Long term project to develop a status report of our equipment values and project the health of our CIP which is set to expire in 2027. Can be detailed or summarized. The intention is to understand the health and value of our equipment and ensure we have set aside sufficient funds for replacement. Potential to recommend a new CIP. Goal is ensuring the list is kept current with periodic updates. Bob, Dean and Curtis will maintain this list.
- 11. 2025/2026 tentative meeting schedule. Subject to change:
 - a. July 16 Virtual
 - b. August 9
 - c. September 13
 - d. October 11

- e. November 8
- f. December 13
- g. January 10
- h. February 14
- i. March 14
- j. April 11
- k. May 9
- l. June 13 Annual Meeting

Discussion Items not on the agenda

Association member Frank Fiscalini snow plowed the roads (with Board approval) after the recent storm, due to the contract with Will Winterstein not starting until November 1, 2025. A motion was made to compensate Frank \$100 for this service by Bob. Second by Curtis. Motion carried.

ADJOURNMENT

Motion to adjourn by Curtis, second by Steve. Motion carried at 7:22 pm