

Approved  
April 14, 2022  
as written

PINE MEADOW MUTUAL WATER COMPANY

BOARD OF TRUSTEES MEETING

THURSDAY, MARCH 10, 2022

SUMMIT COUNTY, UTAH

Board Members in Attendance: Eric Cylvick, Shaun Baker, Scott Smith – Board Members.

Ex-Officio: Brody Blonquist

Excused: Steve Anderson, George Sears

Eric Cylvick called the meeting to order at 6:30 p.m.

### **Minutes**

MOTION: Eric Cylvick moved to approve the Minutes of February 10, 2022, as written. Shaun Baker seconded the motion.

VOTE: The motion passed unanimously.

### **Unpaid Bills**

Brody reviewed the unpaid bills. The invoice from Badger Meter was the Eye On Water access. Clyde, Snow, Sessions & Swensen were legal fees. Hone Propane was to fill the propane tank. KGC Associates was for Carol's invoice. Leavitt Group of Wasatch was the annual liability insurance premium. The invoice from Mountainland Supply was for a valve key, a lift tool, and a fire hydrant key. Rocky Mountain Power was the monthly bill. Utah State Division of Finance were the two loan payments. Verizon Wireless was for the cellphones.

MOTION: Eric Cylvick moved to pay the Unpaid Bills dated March 9, 2022, in the amount of \$48,955.18. Scott Smith seconded the motion.

VOTE: The motion passed unanimously.

### **Financials**

The Board reviewed the Profit and Loss/Budget versus Actual. Mr. Cylvick noted that they had collected \$77.2% of the water assessments.

They were over budget on office supplies by \$53.04 because Brody needed to purchase a new printer.

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Mr. Cylvick reported that the loss of \$318,754 showing in the budget was driven by the \$350,000 Mountain Regional Annexation on page 1. The Board had approved \$350,000 to pay for the engineering analysis, as well as any deficiencies. Since they were no longer being annexed, the only thing to pay is the \$72,000 engineering analysis. Mr. Cylvick pointed out that the \$318,754 loss would be reduced when the \$350,000 line item was not used and under budget.

MOTION: Eric Cylvick moved to Approve the Profit and Loss, Budget versus Actual dated March 9, 2022. Shaun Baker seconded the motion.

VOTE: The motion passed unanimously.

The Board reviewed the Balance Sheet.

Brody referred to the debt reserve for the DDW loan and asked if the Board decided to continue paying the monthly payment into the capital reserve. Brody noted that the Water Company had already paid their monthly obligation in full to the debt reserve. Mr. Cylvick could not recall what the Board had decided and asked Brody to speak with Carol to see if she remembered. Mr. Cylvick would let the Board know as soon as he has an answer. He thought it was better to put that money into a Money Market.

Brody recalled that the Board intended to put the \$1800 per month into some type of account. He would ask Carol to review the Minutes to see what account the Board had voted on and report back to Mr. Cylvick.

Mr. Cylvick asked if the Ford Service Truck under Transportation Equipment was the new truck. Brody answered yes.

MOTION: Eric Cylvick moved to Approve the Balance Sheet and Previous Year Comparison as of March 9, 2022. Shaun Baker seconded the motion.

VOTE: The motion passed unanimously.

### **Manager's Report**

Brody reported on a frozen line on Deep Forest that was not a main line. Mike and Janine Bowen, Lot FM-C-47, on Bull Moose also had a frozen line. Brody noted that the line froze seven years ago, and the Water Company did a lot of work to keep their line from freezing. It worked well for seven years but because of the lack of snow and freezing temperatures, the line froze this year. Brody and Trevor were still trying to thaw the line and were currently hauling buckets of water to the Bowen's.

Brody reported that a switchback pump tripped out on them, and he reset it. If it does not come on next time, he will need to have Matt come up.

Brody stated that Trevor started on March 1<sup>st</sup> and they have been busy.

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Brody asked Mr. Cylvick to find a time when Brody, Trevor Ted Barnes, and Mr. Cylvick can meet to talk about employee contracts. Mr. Cylvick stated that he would contact Ted Barnes to see if just Trevor and Brody could meet with him to discuss terms. Mr. Cylvick questioned whether he needed to be involved with the first meeting. He thought Mr. Barnes could consider the terms, share them with the Board, and then draft an agreement.

Brody reported that Mountain Regional did not sign the contract in their meeting. Mr. Cylvick explained that Dave Thomas, the County Attorney, Ted Barnes, Brody Blonquist, Mr. Cylvick, the interim General Manager of Mountain Regional, Scott Morrison, and the Board Chair discussed the terms and function of the long-term water contract. Mr. Thomas had taken notes to write up the contract. Mr. Morrison clearly said that the Mountain Regional Board was meeting on February 17<sup>th</sup> and the contract would be discussed, voted on, and signed. When it was questioned, Mr. Cylvick was told that Mountain Regional was waiting for Pine Meadow Water to take the lead and let them know whether they wanted this contract. Mr. Cylvick told them that Mountain Regional is their only solution to long-term water, and they have no other option. It is imperative that Mountain Regional and Pine Meadow Water have an agreement in place ASAP. The contract is now scheduled for Mountain Regional's meeting in April.

Mr. Cylvick stated that Brody had requested authorization to have a bedliner and a cover put on the new truck. He gave Brody authorization to do it, so they do not destroy the truck bed. The Board agreed that Mr. Cylvick made the right decision.

The Regular meeting of the Pine Meadow Mutual Water Company Board of Trustees adjourned at 6:54 p.m.

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Minutes Approved

April 14, 2022  
Date