

Approved
September 14,
as written

PINE MEADOW MUTUAL WATER COMPANY

BOARD OF TRUSTEES MEETING

THURSDAY, AUGUST 10, 2023

SUMMIT COUNTY, UTAH

Board Members in Attendance: Eric Cylvick, Scott Smith, George Sears - Board Members

Ex-Officio: Trevor Townsend

Excused: Shawn Baker; Steve Anderson.

Eric Cylvick called the meeting to order at 6:51 p.m.

Minutes

MOTION: Eric Cylvick moved to approve the Minutes of July 13, 2023, as written. George Sears seconded the motion.

VOTE: The motion passed unanimously.

Unpaid Bills

Trevor Townsend reviewed the unpaid bills. Chemtech Ford was for the yearly State required random samples. Ferguson was for meter parts. Hydro-Specialty Company were meters. KGC Associates was Carol's invoice. Rocky Mountain Power was the monthly bill. SKM was the invoice for the switchover to the cellular modem at Uncle Tom's. Summit County Health Department were monthly water samples. Utah State Division of Finance were the two loans.

MOTION: Eric Cylvick moved to approve the unpaid bills detail as of August 9, 2023, in the amount of \$40,647.08. Scott Smith seconded the motion.

VOTE: The motion passed unanimously.

Financials

The Board reviewed the Profit and Loss/Budget versus Actual. Mr. Cylvick asked if MR Annexation in the amount of \$20,426 was the final bill to Bowen Collins. Trevor thought it was.

MOTION: Eric Cylvick moved to approve the Profit and Loss/Budget Versus Actual dated August 9, 2023. George Sears seconded the motion.

VOTE: The motion passed unanimously.

The Board reviewed the Balance Sheet.

MOTION: Scott Smith moved to approve the Balance Sheet/Previous Year Comparison dated August 9, 2023. Eric Cylvick seconded the motion.

Manager's Report

Trevor reported that he and Brody met with the contractor they awarded the bid to for the pipeline on Forgotten Lane. He should be available to start the project at the end of August. The GPR radar person came out the other day and he found the dead-end line for the road. Trevor stated it was 30 feet up the road further than they anticipated. He did not believe they will need to close any driveways when doing the tie in.

Trevor stated that he and Brody have been installing meters the last few weeks and will install another one on Monday. Trevor remarked that they could potentially install four or five more meters by the end of the summer.

Trevor stated that he spent most of the week watching the installation of the culvert at Oil Well to make sure they did not disturb the water lines. The culvert is in and none of the lines were broken or disturbed. He was concerned about freezing this winter because the culvert is so large, they had to excavate 5'-0 of dirt off the main water lines. He suggested that the HOA purchase smaller culverts. Mr. Sears remarked that the intent was to replace two culverts with one culvert. However, the culvert was larger than they expected. The rest of the culverts going in are 24" culverts. Trevor noted that they broke a power conduit and repaired it, but if they ever need to put in a new power line that issue will need to be addressed.

HOA Update

Mr. Sears reported that the HOA was trying to get the road fixed before winter, at least to where it will not be falling off the edges. The biggest challenge is trying to understand what is underneath. Mr. Sears stated that they were still doing some analysis. Part of the challenge is doing something that does not need to be redone in four or five years. They are reaching a point where they can

begin to move forward. Mr. Sears stated that they cannot do anything until the culverts are in. He noted that the two ponds down by Moss need to be cleaned out because they were filled by the runoff. It is not the responsibility of the HOA, but they still need to work with the property owner. There is still a lot of cleanup that needs to be done up and down the road.


Miscellaneous

Mr. Cylvick stated that they were waiting for Bowen Collins to finish the report for Mountain Regional and then share it with Pine Meadow Water. He understood it would not be completed until Fall.

Mr. Cylvick asked Trevor how long the pipeline project would take. Trevor replied that the contractor thought it would take a couple of weeks. Staging materials will take the most time. Digging, laying the water line and installing the hydrants should go quickly.

Mr. Cylvick noticed that the fire truck was not in the building. Mr. Sears stated that the Fire Chief agreed to remove the fire truck. They were still negotiating but the building will be available. Mr. Sears was waiting for Jody to get a final quote on putting a full cement floor in the building.

The Regular meeting of the Pine Meadow Mutual Water Company Board of Trustees adjourned at 7:20 p.m.



Minutes Approved

9/14/23

Date