

Approved
November 14, 2024
as written

PINE MEADOW MUTUAL WATER COMPANY
BOARD OF TRUSTEES MEETING

THURSDAY, OCTOBER 3, 2024

SUMMIT COUNTY, UTAH

Board Members in Attendance: Eric Cylvick, Steve Anderson, Shaun Baker, George Sears
Scott Smith was excused.

Ex-Officio: Brody Blonquist, Trevor Townsend, Carol Steedman with KGC Associates, Inc

Eric Cylvick called the meeting to order at 7:44 P.M.

Minutes

MOTION: Eric Cylvick moved to approve the Minutes of September 12, 2024, as written. Steve Anderson seconded the motion.

VOTE: The motion passed unanimously.

Unpaid Bills

Brody provided a detailed rundown of the monthly bills and services. He explained that the monthly service from Budget Meter was for the cellular meters. Eric Cylvick and George Sears for their meeting attendance. Hone propane had been filled up for the year as part of a larger order when the supplier was in the area. Hydro Specialties still carried a small credit, and the company had purchased four meters for new installs. Mountainland was for accessory packs needed for six-inch supplies, following a recent leak. Pine Meadow Mutual Water Company, was the capital reserve account. KGC Associates was Carol's invoice.

Carol explained that the balance sheet reflected a \$418,000 capital account, funded by monthly contributions of \$2,000. The same amount was also set aside for the Division of Drinking Water (DDW). These amounts were part of a money market account aimed at building reserves, particularly in light of the decision not to pursue the \$350,000 Mountain Regional annexation cost.

Brody continued, with the Rural Water Association of Utah for membership, which provides ongoing support. He listed Scott Smith, Eric Cylvick, and Sean Baker for the per diem for meeting attendance and explained that SKM had provided services related to the telemetry system. Additionally, the Summit County Public Health Department required two monthly

water sample tests due to population size, and the Summit County Treasurer was for 2024 property taxes. Brody concluded by noting two loans from the Utah State Division of Finance.

MOTION: Eric Cylvick made a motion to pay the unpaid bills, totaling \$33,923.59.

Shaun Baker seconded the motion.

VOTE: The motion passed unanimously.

Financial Review

Carol presented the financials, pointing out that the total Revenue collected as of September 30, 2024, was \$923,326. She noted that additional collection of past due funds within the first few days of October brought the total to \$941,987. Carol emphasized the importance of keeping up collections and discussed the profit margins and the cash flow situation.

MOTION: Eric Cylvick made a motion to approve the profit-loss budget and the balance sheet as of September 30, 2024.

Steve Anderson seconded the motion.

VOTE: The motion passed unanimously.

Shareholder Member Dispute

Brody and Mr. Cylvick discussed an ongoing dispute involving a homeowner who claimed she should not have to pay fees because she could not access water. Carol clarified that under Rules and Regulations 2.27, "all homeowners in the HOA must pay the Stand-by maintenance fee, regardless of whether they are currently accessing water." The board considered the legal and operational aspects, ultimately deciding not to grant the homeowner's request for leniency.

MOTION: Steve Anderson made a motion to take no further action on the homeowner's request, stating that the water company had fulfilled all obligations.

Steve Anderson seconded the motion.

VOTE: The motion passed unanimously.

Delinquent Accounts and Foreclosure Process

Carol presented a list of shareholders who had not paid their water assessments, noting that 30 accounts were ready for shutoff including 17 Stand-by accounts that were overdue. The

board discussed the need to proceed with foreclosure on the delinquent water shares. Mr. Cylvick inquired if all individuals had been notified, and Carol confirmed they had received prior demand letters warning of foreclosure on the water share.

MOTION: Eric Cylvick made a motion to move forward with the foreclosure process on 30 shareholders unless payment or arrangements were made by Monday, October 7, 2024.

Steve Anderson seconded the motion.

VOTE: The motion passed unanimously.

Theft of Water Incident

Brody brought up an incident where water was stolen from a fire hydrant by a contractor. He informed the board that the homeowner responsible would be billed \$2,500 for the unauthorized usage. The board agreed that the charge would be passed on to the homeowner, who would then need to seek reimbursement from their contractor.

The Regular meeting of the Pine Meadow Mutual Water Company Board of Trustees adjourned at 8:18 P.M.



Minutes Approved

4/14/24

Date