



PINE MEADOW MUTUAL WATER COMPANY
BOARD OF TRUSTEES MEETING

THURSDAY, June 12, 2025
SUMMIT COUNTY, UTAH

Approved
July 10, 2025
as written

Board Members in Attendance: Eric Cylvick, Shaun Baker, George Sears.

Excused: Steve Anderson, Scott Smith

Ex-Officio: Brody Blonquist

Mr. Cylvick called the meeting of the Pine Meadow Mutual Water Company to order at 6:35 P.M.

Minutes

MOTION: Eric Cylvick moved to approve the regular Minutes of May 8, 2025, as written.

Second: Shaun Baker seconded the motion.

Vote: The motion passed unanimously.

Financial Overview

Unpaid Bills

Trevor Townsen reviewed outstanding usual and customary invoices, including:

- **Badger Meter:** (monthly fee for the meters)
- **KGC Associates, Inc.:** (Carol's monthly invoice)
- **Hone Propane (Lease)**
- **Mountainland Supply** (maintenance parts for a 6 inch repair, misc parts)
- **Pine Meadow Mutual Water Co:** (two transfers, one to the capital account, one to the water purchase account)
- **Rocky Mountain Power** (monthly power bill)
- **Summit County Health** (two water samples)
- **Utah State Division of Finance:** (two DDW loan payments)

Trevor Townsend briefly mentioned that the Geo-Tech drilling dug through a main 6" water line on Tollgate Canyon Road that caused an emergency repair. Mr. Cylvick raised a question about responsibility, asking whether it was a contractor or geotechnical professional involved. He considered the possibility the PMRHOA would need to reimburse PMW the cost of \$2,400 for parts only and pass the cost on to the Geotech contractor.

George Sears clarified that it was their own effort, confirming HOA responsibility of the situation. He asked for an invoice for the repair cost.

MOTION: Eric Cylvick moved to approve to pay the bills of \$38,412.34 as presented with a note that the Pine Meadow Ranch HOA will reimburse the water company \$2400 for the Mountainland Supply parts used for the 6" repair caused by the Geo-Tech contractor drilling through the main water line at Tollgate Canyon Road.

Second: Shaun Baker seconded the motion.

Vote: The motion passed unanimously.

MOTION: Eric Cylvick reviewed the **Profit & Loss Budget vs. Actual** report dated June 11th, 2025 and noted the 93.4% Revenue collected. After a brief discussion, he motioned for its approval.

Second: George Sears seconded the motion.

Vote: The motion passed unanimously.

MOTION: Eric Cylvick reviewed the **Balance Sheet** report dated June 11th, 2025. He noted most of the funds were in high yield CD's and Money Markets. After a brief discussion, he motioned for its approval.

Second: George Sears seconded the motion.

Vote: The motion passed unanimously.

Manager's Report

Trevor reported that the community wells were depleting rapidly. He noted that Tollgate well was producing only 11 gallons per minute, down from the seasonal average of 15. He also reported that Uncle Tom's well typically starts at 30 gallons per minute, but after the pump cycles through its four-day cycle, output drops to 15–18 gallons per minute.

Trevor warned the board that due to increased usage, the PMW would likely need to purchase water during the summer months. He cited a 100,000-gallon increase in water consumption for May compared to the previous year.

Annual Water Use Trend

Trevor reported that for the past five years, the community consistently used approximately 1,000,000 gallons more each year than the previous. He recalled that last year's usage reached about 7.2 million gallons and anticipated it could rise close to 8 million gallons this year.

Supplemental Water Purchase

Trevor mentioned that due to current system stress and pump overuse, the board should be prepared to purchase additional water. However, there were ample funds in the capital reserve to cover such expenses. He stated that the supplier, Mountain Regional, owed them water from prior transfers. To alleviate the system, he called Mountain Regional on a recent Sunday afternoon to deliver approximately 18,000 gallons, giving the pumps a necessary rest after running continuously for ten days.

Increase in Full-Time Residents and Demand

Mr. Sears commented that the increase in water demand was partly due to a shift in residency patterns. Five years ago, there were about 140 full-time residences. That number has grown to around 200 units, in addition to 27 “rounders” (year-round residents) and thousands of transient visitors. The Stagecoach area, supplied by the same system, also contributes to the higher water usage.

Well Performance Concerns

Trevor provided a performance update on the wells. He stated that one well was already down to producing just 10 gallons per minute as early as July—a rate they usually reach by August. The well at Tollgate performs more consistently at about 7 gallons per minute year-round, but even that has begun to fluctuate. As the drawdown approaches the pump intake, the system trips off and cycles inefficiently, dropping to an effective 50% duty cycle.

Historical Recharge Trends and Current Conditions

Mr. Cylvick referenced prior conditions, that recharge volume had been strong a few years ago, even until late summer. However, this year’s weaker winter and early signs of drawdown pointed to limited water system recharge. Despite this, he reassured the board that plans to purchase water were already in place and financially supported.

Operational Updates and Meter Installation

Trevor reported that ongoing maintenance included the installation of several new meters over the past week, with another installation scheduled for the following week. He stated that three meters had been or were being installed as part of regular operational work, with more planned pending concrete availability.

PI-C-84 PRV Failure and Damage Claim

Trevor presented a letter from a resident complaint that involved damage allegedly caused by high water pressure. He recounted that the resident had experienced a continuous leak from the pressure relief valve on their hot water heater. Brody had responded to the issue that evening and identified the problem.

The resident had called a plumber, who claimed the issue resulted from a “water hammer” caused by the water being turned on too quickly, leading to excessive pressure. Trevor firmly denied this claim, stating the water system did not water hammer the house. He noted that similar systems elsewhere in the area, including Tollgate, had no issues.

Mr. Cylvick noted that the pressure reducing valves (PRVs) in question are typically expected to last 15–20 years, though the faulty PRV in this case was relatively new.

He described the sequence of failure: a PRV remained stuck open when our line crossed over it, resulting in uncontrolled pressure. He and Brody returned late that night, staying until 1:00 AM to troubleshoot and partially resolve the issue. They came back again at 7:00 AM the

next morning to complete additional repairs. The resident went without water for just one night.

Reimbursement Request

Mr. Cylvick summarized that the resident, Ken Atkinson, was requesting reimbursement for the plumber's invoice, the cost of new PRVs he purchased himself (reportedly from Home Depot), and the tools required for installation. The total reimbursement requested was **\$1,074.71**.

Mr. Cylvick recalled a precedent in which the board paid for a similar pressure-related failure involving a fire suppression system and glycol release on a nearby new home, suggesting the board had previously accepted liability in certain cases.

MOTION: Eric Cylvick made a motion to reimburse Ken Atkinson, Lot owner of PI-C-84, in the amount of **\$1,074.71**, for the plumber's invoice, the cost of new PRVs he purchased from Home Depot, and the tools required for installation.

Second: George Sears seconded the motion.

VOTE: The motion passed unanimously.

Mr. Sears confirmed that the ongoing work was being performed by CRS, who had been contracted to design the road. He explained that CRS had not completed work on the upper section before winter and were now addressing that unfinished portion. He noted that they were digging, and PMRHOA took full responsibility for the damage to the main water line repair and the reimbursement for PI-C-84.

Fire Safety Presentation and Fire Chief Misunderstanding

Mr. Craig Peet, lot PI-E-60, brought up a fire safety presentation he attended, noting that the Fire Chief appeared confused about the HOA's water system capabilities, even questioning the presence of hydrants. Trevor responded with concern, stating the Chief had been provided with complete pressure models and GIS mapping. He emphasized the system's design integrity and engineering history, stating that **Bowen Collins**, engineering specialists in rural systems, had most recently analyzed and validated the system.

Mr. Cylvick noted that PMW had invested \$75,000 in a full system evaluation to meet the requirements of Mountain Regional. He stated the system had passed that review, confirming it could be annexed into Mountain Regional with no infrastructure changes required.

Mr. Cylvick detailed the current fire flow capabilities. The community had a combined 700,000 gallons of stored water and wells producing 30–40 gallons per minute. He said that Mountain Regional could supplement up to 600 gallons per minute. Fire flow testing showed that almost all hydrants met or exceeded the 1,200 gallons per minute requirement, except for three locations which were still over 800 gallons per minute. He warned that during full-

house fires, melted water lines can drain tanks rapidly, as occurred during the **Palisades fire**, which resulted in a loss of 3 million gallons due to uncontrolled leaks from melted plastic service lines.

FM-B-32 Homeowner Proposal: New Fire Hydrant Installation

Sheila and her builder (a journeyman plumber and builder) introduced and presented a proposal to install a new fire hydrant to service lots FM-B-31 and FM-B-32 on Forest Meadow Circle, as well as additional lots in the area. They reported that the existing hydrants were 2,000 feet apart, and fire regulations now required hydrants within 600 feet of any structure. The Fire Department issued a conditional letter recommending a 5,000-gallon tank be installed on-site before vertical construction begins, along with fire sprinklers prior to occupancy.

Sheila Noe proposed, at their own expense, to install a hydrant at the midpoint—1,000 feet from each existing hydrant—to meet requirements and improve coverage. Mr. Cylvick acknowledged a prior board decision to not install new hydrants, largely due to costs and the implications of extending infrastructure. However, he confirmed that since this installation would be homeowner-funded, the situation merited reconsideration.

Hydrant Proposal

The board and Mr. Cylvick discussed prior cases where homeowners requested hydrants, often involving extended water lines and significant cost burdens. Mr. Cylvick stated those were typically denied, but clarified that this proposal was simpler and feasible, where it was a short, straight connection from the property line with no cost to PMW. He agreed to discuss the plan with Brody, and suggested the board finalize the decision via email after that discussion.

Mr. Cylvick stated that for any new hydrant to be accepted into the system, it must be owned by the water company, and certain specifications must be met. Sheila and her builder confirmed they did not want ownership, and that the hydrant would remain in the possession of the water company.

If Brody, Trevor and the board approve the plan and it meets installation standards, the board would allow the hydrant installation at homeowner expense.

Mr. Cylvick thanked the participants, reflected on his 25 years of experience managing the system, and concluded the meeting.

Mr. Cylvick adjourned the Pine Meadow Mutual Water Company meeting at 7:20 PM.

Approved by  Date 7/10/25