

MINUTES
PINE COVE WATER DISTRICT
MONTHLY BOARD MEETING
24917 MARION RIDGE DR., IDYLLWILD CA 92549
February 12, 2025

Board President R. Hewitt called the meeting of the Pine Cove Water District Board of Directors to order at 10:00 am.

ROLL CALL:

Directors Present: President R. Hewitt, Vice President L. Padula, Secretary/Treasurer B. Smith, Director R. Venard, Director V. Jakubac

Also Present: J. Hayes, District Secretary, J. Potter, General Manager

Guests present: D. Jerome/Town Crier

Absent: none

PUBLIC COMMENT:

1. None.

MINUTES:

1. The Board reviewed and accepted the Minutes from the Board Meeting held on January 8, 2025 on a MOTION made by Director V. Jakubac, seconded by Vice President L. Padula and carried unanimously with yay votes by all Directors present.

FINANCIAL STATEMENT:

1. The Board reviewed and accepted the Financial Statement for the period ending January 31, 2025 on a MOTION made by Secretary/Treasurer B. Smith, seconded by Vice President L. Padula and carried unanimously with yay votes by all Directors present except Director V. Jakubac who abstained.
2. The Board reviewed and accepted the **revised** 2nd Quarter Budget Comparison, dated December 31, 2024 on a MOTION made by Secretary/Treasurer B. Smith, seconded by Director R. Venard and carried unanimously with yay votes by all Directors present.

OPERATIONS REPORT:

Report submitted by Jeremy Potter, General Manager, dated February 12, 2025

- 1A. January production was down by 245,873 gallons compared to last year.
- 1B. Static Well #10 is down by 2.9ft.
- 2A. Meter Installations – Continuing to exchange meters as time and weather permits. Testing a program to hopefully fix the problems we are having with the Fenix system. We ask our customers to be patient as we are still working out bugs. We want to reiterate that these are **not** leak detection meters that comply with the new insurance requirements.
- 2B. Production Sources – Well #26 has been cleaned and had new equipment installed. Once we flush & test the well, it will be put back into service.
- 2C. Vehicles/Equipment – The 2013 Toyota Tacoma is nearing completion and will be put back into service soon. Fiscal year 2025/2026 we will begin looking at purchasing 1 or 2 portable 50kw backup generators. These would be able to run wells and more during power outages. We currently have 2 that we rotate through so this would add to our efficiency.

- 2D. Real Property – We put an offer on the Franklin property of \$75,000, they came back with \$81,500 in an effort to have the seller get \$75,000 in hand. The Board suggested we offer to go in the middle.

OLD BUSINESS:

1. None.

NEW BUSINESS:

1. Board reviewed and accepted the updated red-lined Employee Policies and Procedures Manual provided by legal counsel on a MOTION made by Secretary/Treasurer B. Smith, seconded by Vice President L. Padula and carried unanimously with yay votes by all Directors present.
2. Board reviewed and approved a 2-week Vacation Compensation payout for Jensen Beri with a MOTION made by Vice President L. Padula, seconded by Secretary/Treasurer B. Smith and carried unanimously with yay votes by all Directors present.
3. Board listened and commented on a proposal for updating the customer/billing system. It was recommended to check the reference given before going forward.
4. Board President R. Hewitt created an Ad-Hoc Committee to work with General Manager J. Potter on making the district's salaries in line with other surrounding districts. Committee will consist of Secretary/Treasurer B. Smith and Director V. Jakubac.

CORRESPONDENCE:

1. None.

ADJOURNMENT:

1. Meeting was adjourned at 10:53 am on a MOTION made by Secretary/Treasurer B. Smith, seconded by Director R. Venard and carried unanimously with yay votes by all Directors present. The next scheduled General Board Meeting is March 12, 2025, at 10:00 a.m., held in the District Board Room.

Approved:

Respectfully Submitted:

Robert Hewitt
Board President

Jennifer Hayes
District Secretary