

**GREEN VALLEY MUTUAL WATER COMPANY**  
**BOARD OF DIRECTORS MEETING MINUTES**  
January 24, 2022

1. The meeting was called to order at 6:36 p.m. by President Glen Pyne, at the Hilton Garden Inn.

Directors present at the meeting:	President	Glen Pyne
	Secretary/Treasurer	Jeff Grimsley
	Directors:	Jerry Miller
		Kathy Benjamin
		Richard Vouga
		Robert Perrill
		Rick Blea

The President excused Steve Christman and Charlie Mattson from the meeting.

Employees Present:	General Manager	Steve Brandt
	Recording Secretary	Emily Nohr

Public Present: Susan Lopez, Linda Miller, Sherese Perrill

**2. PUBLIC COMMENT:**

- a. Shareholder, Susan Lopez, asked questions regarding the removal of old pipes when replacing pipeline and correspondence received from the Community Relations Committee.

**3. CONSENT CALENDAR:**

- a. **M** (Jeff Grimsley) **S** (Kathy Benjamin) **C**: To approve the following items of the consent calendar. *The motion was unanimously carried.*
  - A – December 13, 2021, Regular Board of Directors Meeting Minutes
  - B – Ratification of payment of claims exceeding \$500.00
  - C – December Funds of Deposit Report

**4. FINANCIAL REPORTS:**

- a. Jeff Grimsley presented the financial statements for the period ending December 31, 2021. No motion was made to approve the financials as the year-end adjustments still need to be made.
- b. The board discussed transferring additional funds into the operations reserve account. Final amounts will be determined upon completion of the year-end financials.

**5. MANAGER'S REPORT:**

- a. The December and Annual Production Reports were presented by General Manager, Steve Brandt.
- b. The Consumption vs. Production report was presented by General Manager, Steve Brandt. The report showed a system loss increase from June through September 2021. Upon Spring meter readings in 2022, the system loss percentage will be reevaluated, and further leak detection methods will be reviewed if necessary.
- c. Steve Brandt reported on the following for the Manager's Report:
  - i. The clubhouse plumbing project will be completed this week.
  - ii. A Production Team rented the parking lot while filming a commercial in town, bringing in some additional income.
  - iii. The California Governor's Executive Order that halted water turn-offs for non-payment was lifted on December 31, 2021.
  - iv. A potential grant is being reviewed for fire clearance around system wells and tank locations.
  - v. Potential system upgrades that could be included in the 2022 capital improvement plan are being reviewed.

**6. OLD BUSINESS:**

- a. Verizon Wireless has put a hold on the site upgrades at our facility.
- b. **M** (Jeff Grimsley) **S** (Rick Blea) **C**: To authorize staff to lien three past due accounts.

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**7. NEW BUSINESS:**

- a. The Annual Shareholder Meeting is scheduled for May 10, 2022, at 7:00 pm at the Woman's Club of Claremont.
- b. A draft of the 2022 Newsletter was reviewed. The complete Newsletter will be approved at the February board meeting.
- c. A discussion of implementing a Tier 3 water rate was held, and a list of the highest water users was reviewed. The Board directed staff to write letters to the highest water users to ensure they understand the situation.

**8. BOARD MEMBER REPORTS:**

- a. Jerry Miller, Chairperson of the Lake and Clubhouse Committee, provided a brief update on the status of the Committee.
- b. Kathy Benjamin, Chairperson of the Community Relations Committee, reported that the survey results are complete and an infographic will be included in the Newsletter showing some of the results.

**9. ADJOURNMENT:** The meeting was adjourned at 7:53 pm.

Respectfully Submitted,



Emily Nohr,  
Recording Secretary