

MINUTES
PINE COVE WATER DISTRICT
MONTHLY BOARD MEETING
24917 MARION RIDGE DR., IDYLLWILD CA 92549
April 9, 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 March 12, 2025 on a MOTION made by Secretary/Treasurer B. Smith, seconded by Director V. Jakubac and carried unanimously with yay votes by all Directors present.
2. The Board reviewed and accepted the Minutes from the Special Meeting held on March 19, 2025 on a MOTION made by Vice President L. Padula, seconded by Secretary/Treasurer B. Smith 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 March 31, 2025 on a MOTION made by Secretary/Treasurer B. Smith, seconded by Director R. Venard and carried unanimously with yay votes by all Directors present except Director V. Jakubac who abstained.
2. The Board reviewed and accepted the Quarterly Budget Comparison for the 3rd Quarter ending March 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.

OPERATIONS REPORT:

Report submitted by Jeremy Potter, General Manager, dated April 9, 2025

1A. March production was down by 488,481 gallons compared to last year.

1B. Static Well #10 is up by .44 ft.

2A. Meter Installations – We've installed 3 of the Zenner Mesh Transmitters. Planning on installing an additional 7, then will monitor the system for daily reads.

2B. Production Sources – We hope to get Well #23 & #26 back online next week.

2C. Vehicles/Equipment – Staff has completed the 2000 Toyota Tacoma and will be working on the 1995 Chevy Flatbed next. We will be starting back up with the shade cover in the back lot as well.

2D. Real Property – Escrow closed on Monday 4/7/2025 for the purchase of Real Property located at the corner of Franklin & Highway 243.

OLD BUSINESS:

1. Secretary to the Board J. Hayes updated the Board on progress with updating the customer database/billing system. The system went live on Tuesday 3/25/2025. The transition was fairly smooth, a few minor hiccups that were smoothed out almost instantly. Next step is to confirm ACH through their system; we are able to close PNC due to this being able to go straight to BofA. There is a charge that the Board agreed that PCWD can absorb to keep the process free for customers.
2. Salary/Wages Ad-Hoc Committee updated the Board that they came to an agreement on a pay increase across the board effective July 1, 2025.

NEW BUSINESS:

1. The Board adopted Resolution #592 a resolution for Standby Charges for the 2025-2026 Fiscal Year and set a public hearing for June 11, 2025 to hear comments and concerns regarding Standby Charges on a MOTION made by Secretary/Treasurer B. Smith, seconded by Director R. Venard

CORRESPONDENCE:

1. None.

ADJOURNMENT:

1. Meeting was adjourned at 10:52am on a MOTION made by Director V. Jakubac, seconded by Director R. Venard and carried unanimously with yay votes by all Directors present. The next scheduled General Board Meeting is May 14, 2025, at 10:00 a.m., held in the District Board Room.

Approved:

Respectfully Submitted:

Robert Hewitt
Board President

Jennifer Hayes
District Secretary