

MINUTES

1. Chairman D'Amour called the meeting to order at 3:00 PM
2. All five Directors were present: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson, and Jim Paone. General Manager Ed Holt and Office Manager Marvel MacDonald were also present.
3. **Opportunity for public to comment on non-agenda items**
No public comment on non-agenda items.
4. **Approval of Minutes from September 18, 2025 Regular Meeting**
Director Barbier made a motion to approve the minutes from the September 18, 2025 Regular Meeting as written. The motion was seconded by Director Paone and approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson, and Jim Paone
Noes:
Absent:
Abstained:
5. **Communications**
The September/October issue of the PCWA Update was reviewed by the Board.
6. **Review of Financial Statements from September 2025**
The Financial Statements for August were reviewed by the Board.
7. **Approval of Warrant No. 9/25 for \$171,929.32**
Director Jefferson made a motion to approve Warrant No. 9/25 for the amount of \$171,929.32. The motion was seconded by Director Paone and approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson, and Jim Paone
Noes:
Absent:
Abstained:
8. **Board direction to set a Public Hearing for the December 18, 2025 Board meeting to review Ordinance 419-25 Water Services, Rates, and Policy**
Board direction to approve a Public Hearing for the December 18, 2025 meeting to review and adopt Ordinance 419-25 regarding water services, rates, and policy as well as the District's revised Cross Connection Ordinance.
Director Barbier made a motion to approve setting the December 18, 2025 meeting as a Public Hearing. The motion was seconded by Director Jefferson and approved 5-0.
Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson, and Jim Paone
Noes:
Absent:
Abstained:

9. **Managers' Report**

- The placement of a 500,000 gallon tank at the treatment plant, in which to store water when the Sugar Pine reservoir is taken out of service to replace the in-ground tank, is being considered.
- Currently General Manager Holt is accruing time off for covering on-call weekday and weekend duty but is finding it impossible to use all of the hours. Therefore, he is requesting payment of the flat rate of \$100 per weekday and \$200 per weekend duty. This request was verbally approved by the Board.

10. **Closed Session**

A closed session was not necessary at this meeting.

11. **Board's general discussion**

There was no general discussion.

12. **Adjournment**

Director Paone made a motion to adjourn the meeting at 3:30. The motion was seconded by Director Jefferson and approved 5-0

Ayes: Anthony AhMu, Mark Barbier, Derek D'Amour, Shawna Jefferson and Jim Paone

Noes:

Absent:

Abstained:

Approved November 20, 2025