

# San Miguelito Mutual Water Company Minutes of the Board of Director's Meeting

9:00 A.M. Wednesday, December 20, 2017

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President John Delehant at 9:07 a.m.

Board Members Present: John Delehant, Tom Athey, Gerri Hall, Rick Koon, Martin Suits, Rob Rossi  
 Absent: Ben Banks  
 Staff Members Present: Michelle Edson, Accounting & Administrative Manager  
 Consultants Present: Tim Carmel  
 Guests: Heron Crest Resident Bob Pusanik, Resident Mark Pinto

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES

a. December 20, 2017 - Motion to approve made by Tom Athey seconded by Martin Suits. Motion passed 6–0, Banks Absent.

IV. DISCUSSION AND CONSIDERATION TO APPROVE THE 2018 BUDGET: GM Koon gave a presentation that included a comparison of SMMWC rates with other local agencies, forecasted usage, 2018 proposed budget for O&M and Capital Projects and proposed rates. After some discussion the Board of Directed requested the following changes to the 2018 rates: (a) Capital Water rate increase of \$5.00 and Capital Sewer rate increase of \$5.00. (b) adjust the base availability charge on Water and Sewer to balance. Motion to approve the 2018 budget with changes made by Martin Suits seconded by Gerri Hall. Motion passed 6 – 0, Banks Absent.

V. GENERAL MANAGERS REPORT

- Administration
  - Staff filed the Statement of Information with the Secretary of State
  - Staff worked on the Draft of the 2018 Budget.
  - Staff filed the Cessation and Reduction of Groundwater report with the State Water Resource Control Board.
- Operations
  - Replaced the leaking water main fitting to the Fire Hydrant at Avila Valley Inn.
  - Repaired numerous leaking angle stops.
  - The County has switched back to chloramines for their disinfectant.
- Capital Projects
  - The solar panels have been installed and connected to the new chlorinator for tank 400.
- Additional Project
  - SMS Sewer Service Contract – Received
  - GTA Reclaimed Water Use Study – on hold
  - Cleath New Well Study – The engineer is working to get bids for the project
  - Reserve Replacement Study – Developing an outline for a 10year plan
  - ABCSD Regional Study – The draft report is being finalized for submission to the SWRCB
  - Marre House – Met with Tom Jones of PG&E

VI. FINANCIAL STATEMENT

The Board Management Report for November 2017 was presented by General Manager Rick Koon with the following highlights:

Cash and Reserve Funds as of August 31st, 2017, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$299,774	\$355,160	\$289,112	\$2,364,841

VII. CLOSED SESSION – No action items

VIII. BOARD MEMBER COMMENT – None

IX. UPCOMING BOARD MEETING AND AGENDA ITEMS

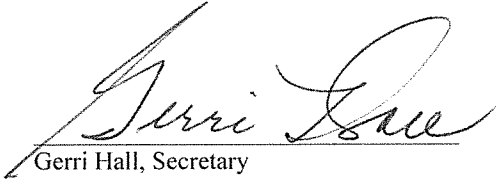
- a. January 17, 2018 – Annual Newsletter Review and Approve
- b. Conflicts of interests clause
- c. Prepare a draft Resolution regarding the requirement for locating our utility lines.

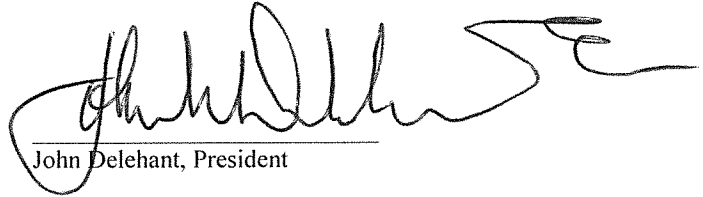
X. ADJOURNMENT –Meeting was adjourned at 11:51 a.m.

Proceeding reported by:  
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:

  
Gerri Hall, Secretary

  
John Delehant, President