

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

9:00 A.M. Wednesday, February 20, 2019

## I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President John Delehant at 9:00 a.m.

Board Members Present: John Delehant, Rick Koon, Marvin St. Pierre, Gerri Hall, Rob Rossi and Martin Suits (left at 9:15am).

Board Member Absent: Ben Banks

Staff Members Present: None

Consultants Present: Tim Carmel, Legal Counsel

Guests: Heron Crest Residents: Bob Pusanik, Karla Bittner, Larry Bittner and Dominique Dun, Kingfisher Residents: Robert Campbell, Once Upon a Time Trustee, Paul Metchek and Rossi Enterprises, Steve Rossi.

## II. PUBLIC/SHAREHOLDER COMMENT –Bob Pusanik asked about clarification on the Marre' Weir ownership. Larry Bittner made several statements about State Water, drilling new wells, company assets and Rossi use of water on his own land.

## III. REVIEW and APPROVAL OF MINUTES

- a. January 16, 2019 BOD Meeting – Motion to approve made by Gerri Hall Seconded by Rob Rossi. Motion passed 5 – 0, Suits did not attend that meeting, Banks absent.

## IV. REVIEW AND APPROVE THE ATECH PROPOSAL FOR PILOT TESTING ON THE NEW WELL #2 – After a discussion and some questions and answers a Motion to approve was made by John Delehant seconded by Marvin St Pierre. Motion passed 5 – 0, Suits and Banks absent.

## V. GENERAL MANAGER'S REPORT -

### - Administration

- Staff completed the closing of all 2018 files.
- Staff is gathering the CPA's requested information for the 2018 Financial audit.
- Staff has started a new filing system for lab test results.
- Staff adjusted the billing system with new rates for 2019
- Staff printed and mailed the January 2019 newsletter
- Staff completed 2018 payroll taxes, W2 and 1099's and mailed
- Staff is working on new updates to the Employee Handbooks.
- All required 2019 employee disclosures have been received and posted in the break room.

### - Operations

- Staff began the Skylark water meter replacements. 8 of the 65 meters have been replaced.
- Staff began to repaint fire hydrants in the Kingfisher area
- Due to heavy root intrusion we had jetting done in Indian Hill.
- In preparation for the winter storms, staff began inspection of the manholes along the Bob Jones Trail.
- Staff painted instrument shade cover at tanks 100 and 200

### - Capital Projects

- The new chain link WWTP fence was installed replacing the old barbed-wire.
- Installed the telemetry antennas and solar panels at tank 100/200. We also installed the antenna at the WWTP. These installations have completed the communication portion of the SCADA system. On going telemetry projects will install additional reporting devised so that we can track more information.

### - Additional Project

- SMS Sewer Service Contract – on hold
- Reclaimed Water Use Study – on hold
- Reserve Replacement Study – Developing an outline for a 10year plan
- Marre House – Meeting in January

VI. FINANCIAL STATEMENT

The Board Management Report for January 2019 was presented by General Manager Rick Koon with the following highlights:

Cash and Reserve Funds as of January 31<sup>st</sup>, 2019, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$59,100	\$355,285	\$102,904	\$2,925,948

VII. BOARD MEMBER COMMENT – Marvin St. Pierre asked since we have had 7 inches of rain this month and San Luis Reservoir is 94% full is there any way to bring the excess water down here to avoid spilling it. Other members of the Board answered that there is no place to store the water if we did.

VIII. UPCOMING BOARD MEETING AND AGENDA ITEMS

a. March 20, 2019 – Water resources chart

IX. ADJOURNMENT – Meeting was adjourned at 10:03 a.m.

X. BREAK

XI. CLOSED SESSION – The Board of directors went into closed session at 10:16 no reportable actions


Proceeding reported by:

Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:

  
Gerri Hall, Secretary

  
John Delehant, President