

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

9:00 A.M. Wednesday, February 21, 2018

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President John Deletant at 9:02 a.m.

Board Members Present:	John Delehant, Gerri Hall, Ben Banks, Rick Koon, Martin Suits, Rob Rossi
John Delehant Announced:	Tom Athey had resigned effective last month
Staff Members Present:	Michelle Edson, Accounting & Administrative Manager
Consultants Present:	Tim Carmel
Guests:	Heron Crest Resident Bob Pusanik, Kingfisher Resident Robert Campbell, Steve Rossi, Pat Arnold and Paul Metchik with Rossi Enterprises

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES

a. January 17, 2017 - Motion to approve made by Ben Banks seconded by John Deletant. Motion passed 6–0

IV. DISCUSSION AND CONSIDERATION TO CHANGE THE NEW METER INSTALLATION COST FROM \$450.00 TO \$650.00: GM, Koon showed the board our old meter and a new meter set up. He explained that the old meters are not lasting as long as we were told they would and because they are plastic there have been incidences where tree roots have cracked them. Our proposed new meter set up includes a stainless-steel meter that is more durable and easier to be read. We have also included a brass customer service valve to prevent customers from breaking angle stops and also help eliminate the need to shut down multiple homes to do angle stop replacements. Motion to approve an increase to \$700.00, adding \$50.00 to the amount requested for increasing material costs for the year, was made by Ben Banks seconded by John Deletant. Motion passed 6 – 0

V. DISCUSSION AND CONSIDERATION OF DRAFT POLICY TO PROTECT WATER AND SEWER FACILITIES: Prior to the meeting we emailed copy of the draft resolution. After a brief discussion a Motion to approve was made by Ben Banks seconded by Gerri Hall. Motion passed 5 – 0, Suits Abstained.

VI DISCUSSION AND CONSIDERATION OF DRAFT CONFLICTS OF INTERESTS POLICY: Legal counsel received a request to add verbiage to paragraph 2.D of the policy. Suits pointed out that the last sentence in paragraph 3.D should be removed. It was decided that the policy still needs some work, Suits would study other Conflicts of Interests policies and get together with Legal Counsel to draft one to be presented at the March BOD meeting.

VII. GENERAL MANAGERS REPORT

- Administration

- Marre weir project is progressing. Two meetings with CCSE, WSC and DFW are scheduled in February.
- Staff completed and mailed the January newsletter.
- Staff has received a few calls regarding the 2018 rates.

- Operations

- Pelican Point HOA repaved their streets without notice to SMMWC
- We are adding Magnesium Hydroxide to LS #1 to reduce the odor in our force mains.
- Staff turned in the quarterly and monthly SWRCB reporting.
- Staff and mainline utility have had to remove concrete from several manholes in Pelican Point due to the paving repairs.

- Capital Projects

- None started

- Additional Project

- SMS Sewer Service Contract – Received
- GTA Reclaimed Water Use Study – on hold
- Cleath New Well Study – We have 2 bids and are reviewing them.
- Reserve Replacement Study – Developing an outline for a 10year plan
- ABCSD Regional Study – The draft report is submitted to the SWRCB
- Marre House – Preliminary power design is being worked on

VIII. FINANCIAL STATEMENT

The Board Management Report for January 2018 was presented by General Manager Rick Koon with the following highlights:

Cash and Reserve Funds as of January 31st, 2018, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$156,012	\$355,178	\$169,657	\$2,576,276

IX. BOARD MEMBER COMMENT – None

X. UPCOMING BOARD MEETING AND AGENDA ITEMS

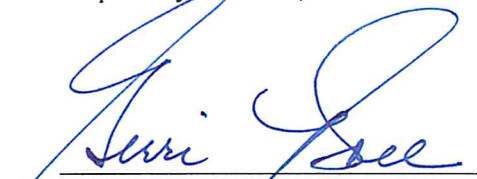
a. Conflicts of Interests clause

XI. ADJOURNMENT –Meeting was adjourned at 10:18 a.m.

Proceeding reported by:

Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,



Gerri Hall, Secretary

Approved:



John Delehant, President