

# San Miguelito Mutual Water Company

## Minutes of the Regular Board of Director's Meeting

9:00 A.M. Friday, February 19, 2021

### I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President Marvin St Pierre at 9:04 a.m.

Board Members Present: Marvin St Pierre, Rob Rossi, Rick Koon, Thomas Rinn, John Delehant, Michael Nordstrom (left at 9:57am)

Board Member Absent:

Staff Members Present: Brad Hagemann & Michelle Edson

Consultants Present: Timothy Carmel, Legal Counsel & Dylan Wade, Water Systems Consulting

Guests: Heron Crest Resident: Larry Bittner, Indian Hill Resident: Heather Nelson, Pelican Point Resident Terry Belsley, Bob Peterson, Robert Hyde, Sherri Danoff, Kingfisher Resident: Carol Hayden, Andrew Winterbottom, Robert Campbell, Quail Canyon Resident: Paul O'Malley, Skylark Meadows Resident: Ken Thompson, Rossi Enterprises, Steve Rossi

### II. PUBLIC/SHAREHOLDER COMMENT – Larry Bittner would like the San Luis Bay Estates HOA Board of Directors to nominate 2 inspectors to oversee the San Miguelito Mutual Water Company's Annual Meeting Election of Directors. He also would like to know the amount of time it takes for a Shareholder to be considered delinquent and not able to vote. Larry would like it to be 90 days.

Carol Hayden from the Board of Directors of the San Luis Bay Estates Home Owner Association stated that the homeowners have become desensitized to the water conservation signs and suggest we consider removing the conservation signs throughout the community and in a couple of months reinstalling them for the summer.

### III. REVIEW and APPROVAL OF MINUTES –

- a. January 22, 2021 Regular Meeting Minutes - Motion to approve the minutes made by Rob Rossi, seconded by Rick Koon. Motion passed 5/0, Nordstrom, abstained.

### IV. WATER SYSTEM CONSULTING UPDATE ON THE WEIR PROJECT – Dylan Wade from Water Systems Consulting gave a verbal update on the Marre Weir project. There have been several benefits that have come out of this project, most important is knowledge of the weir's integrity. During the time of this project there have been many changes of employees from the agencies that are partnering with SMMWC, and support has changed. At this time, the consensus throughout those agencies is to do no weir improvements. Grant work will be wrapped up mid-year, we will be at the 65% design level and SMMWC will most likely need to decide how to move forward on its own without funding and grants.

### V. STATUS REPORT REGARDING LOT Y ALLOCATION OF SHARES FOR THE MARRE HOUSE FROM RESERVED OR RETIRED SHARES – Tim Carmel went over the legalities of issuing shares and the fact that the Marre house is a duplex and 2 shares would need to be issued. Motion to issue Eureka Energy two shares for the Marre house, receive share value from the 2020 financial summary and include legal fees of \$500.00 to cover Tim Carmel's time in processing the paper work, made by Rob Rossi, seconded by John Delehant. Motion passed 6/0.

### VI. ROADMAP FOR LONG-TERM WATER STRATEGY COMMITTEE UPDATE – They will be planning a committee meeting before the next Board Meeting.

### VII. GENERAL MANAGER'S REPORT -

- Administration
  - CERS Reporting
  - State Water Bills to sub-contractors
  - 2021 Water Words Newsletter
  - Billing Systems Rates Setup
  - Insurance Renewal Application
  - Handbook updates & changes
  - Quarterlies/Year End, W2's 1099s and annual reporting

- Operations
  - Monthly Water and Wastewater compliance sampling
  - Monthly reports sent to the regulatory agencies
  - Water & Wastewater rounds daily
  - Conducted County Hazardous Material Inspection with County staff and updated Company Haz Mat Business Plan.
  - Coordinated & scheduled well rehab work for Avila Valley Mutual
  - Coordinated & scheduled project at the San Luis Bay Inn to re-route storm drain out of the wastewater collection system. Project involves coordination with archeologist, Native American representatives, and SLBI staff.
- Capital Projects
  - Began "potholing" work to install flow meters at LS #2 and the WWTP.
  - Completed internal cleaning and inspection for water tank 400. Tank is back online.
  - Worked with Water Company SCADA consultant for planned improvements to system.
- Additional Projects
  - Marre Weir – Update provided Agenda Item IV.

VIII. FINANCIAL STATEMENT

The Board Management Report for January 2021 was presented by General Manager Brad Hagemann with the following highlights:

Cash and Reserve Funds as of January 31, 2021 are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$100,428	\$355,437	\$55,861	\$4,016,130

- IX. BOARD MEMBER COMMENT – Marvin St Pierre brought up the possibility of having a more in-depth audit for about double the cost of our annual audit. Rob Rossi would like to set up a meeting time for The Long-Term Water Strategy Committee. Thomas Rinn asked where on the financials it shows the expenses for Sycamore Mineral Springs. Rick Koon directed him to the pages that show the operations and maintenance usage charge at 130% of the cost of a shareholder and the page that shows the capital lease charge for the current Sycamore Mineral Springs contract. Brad Hagemann added that we don't figure the expense separately for treatment of their wastewater but we do meter it and use that read to figure the monthly bill.
- X. CLOSED SESSION – The Board went into closed session at 10:22am
- XI. ADJOURNMENT – Meeting was adjourned at 10:44 a.m.

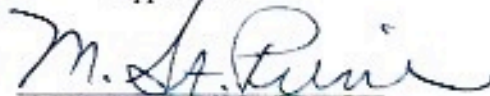
Proceeding reported by:  
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,



Rick Koon, Secretary

Approved:



Marvin St Pierre, President