

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

9:00 A.M. Wednesday, January 16, 2019

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President John Delehant at 9:01 a.m.

Board Members Present: John Delehant, Rick Koon, Marvin St. Pierre, Gerri Hall, Rob Rossi and Ben Banks

Board Member Absent: Martin Suits

Staff Members Present: Michelle Edson, Accounting & Administrative Manager

Consultants Present: Tim Carmel, Legal Counsel

Guests: Indian Hill Residents: Heather Nelson, Ray Feeser and Rob Leone, Heron Crest Residents: Bob Pusanik and Larry Bittner Kingfisher Residents: Robert Campbell, and Carol Hayden, Once Upon a Time Trustee, Paul Metchek and Rossi Enterprises, Steve Rossi.

- II. PUBLIC/SHAREHOLDER COMMENT –Bob Pusanik asked for a copy of the recorded Mutual Water Use Agreement from December 2013. Larry Bittner made several statements, he was asked if he had any questions for the Board of Directors. He then asked why we keep state water and why we manage it the way we do. He also asked about the Harford Wells. President Delehant requested that Mr. Bittner put his questions in writing and send to our office.
- III. REVIEW and APPROVAL OF MINUTES
- a. November 14, 2018 BOD Meeting – Motion to approve with 2 spelling changes made by Marvin St. Pierre Seconded by Rob Rossi. Motion passed 6 – 0, Suits absent.
- IV. REVIEW AND APPROVE THE DRAFT JANUARY 2019 NEWSLETTER - After a brief discussion about possible rewrite of Paragraph 4 of the Presidents message the General Manger ask to see if there were any members of the board that thought the message was fine as is. Motion to approve the President's Message as is was made by Ben Banks Seconded by Gerri Hall. Motion passed 5 – 0, St. Pierre-opposed, Suits-absent. The discussion continued on the rest of the Newsletter Motion to approve with agreed upon revisions made by Rob Rossi Seconded by Marvin St. Pierre. Motion passed 6 – 0, Suits - absent
- V. REVIEW AND APPROVE THE ATECH PROPOSAL FOR PILOT TESTING ON THE NEW WELL #2 – This item will be saved for the February 20th BOD Meeting as the bid has not yet been received.
- VI. REVIEW AND APPROVE LANDSCAPING PROPOSAL FOR NEW WELL #1 – Proposal was reviewed by all Board Members in attendance. Motion to approve made by John Delehant Seconded by Ben Banks. Motion passed 6 – 0, Suits absent.
- VII. GENERAL MANAGER'S REPORT -
- Administration
 - The County Switched to free Chlorine from Nov 2 to Nov 19. We also switched to free Chlorine during that period.
 - Staff continued to audit the County Hazmat Certification compliance filling and found we were overbilled for one of the generators charges.
 - Staff has revised all the spreadsheet forms and prepared the files for the new budget year.
 - In December, the DWR set Estimated delivery at 10%. Revised delivery estimated will be revised through April 2019 as snowpack analysis is performed.
 - The County and CCWA have not received a response from the DWR in regard to the audit of the DWR's 2017 and 2018 retroactive cost increase in the 2019 charges.
 - Operations
 - Staff is preparing pond 2 for dewatering.
 - We had a Fire Hydrant hit at the Golf Course. Staff submitted the repair bill to the driver's insurance and we have been reimbursed in full.

- Dechance Construction moved previously hit Fire Hydrant and raised two manholes in the Golf Course parking lot that were made too low by the Golf Course paving. We have billed the Golf Course for their work.
- We replaced a water valve in Pelican Point and had to remove one of the extra-large concrete collars that were installed due to their repaving. We have billed the HOA for the extra work involved.
- Capital Projects
 - Installed the telemetry antennas and solar panels at tanks 100/200. We also installed the antenna at the WWTP. These installations have completed the communication portion of the SCADA system. Next year's telemetry projects will install additional reporting devices 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 10 year plan
 - Marre House – Meeting in January

VIII. FINANCIAL STATEMENT

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

Cash and Reserve Funds as of December 31th, 2018, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$80,502	\$355,276	\$281,134	\$2,914,154

IX. BOARD MEMBER COMMENT – Marvin St. Pierre asked about the fire safety of all of our facilities. Carol Hayden Asked if any of the Board Members would be interested in attending a Cal Poly senior project with Cal Fire

XI. UPCOMING BOARD MEETING AND AGENDA ITEMS
a. February 20, 2018


XII. ADJOURNMENT –Meeting was adjourned at 10:21 a.m.


Proceeding reported by:

Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:


Gerri Hall, Secretary


John Delehant, President