

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

10:00 A.M. Friday, June 19, 2020

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President Marvin St Pierre at 10:04 a.m.

Board Members Present: Marvin St Pierre, John Delehant, Michael Nordstrom, Rob Rossi, Gary Garcia, Martin Suits, Rick Koon
Board Member Absent: None
Staff Members Present: Brad Hagemann & Michelle Edson
Consultants Present: Timothy Carmel, Legal Counsel
Guests: Dylan Wade and Spencer Waterman, Water Systems Consulting
Heron Crest Resident: Larry Bittner, Bob Pusanik, Steve Benedict, Kingfisher Resident: Robert Campbell, Carol Hayden Pelican Point Resident: Sherri Danoff, Indian Hill Resident: Heather Nelson, Quail Canyon Resident: Paul O'Malley, Rossi Enterprises, Steve Rossi, and Once Upon A Time Trustee

II. PUBLIC/SHAREHOLDER COMMENT –

Carol Hayden objected to the agenda having closed session before the appointment of officers and the lack of transparency as it pertains to a potential conflict of interest.

Sherri Danoff would like to see the Board pull together and not censure Martin Suits. She would like the agenda emailed to everyone and objects to the closed session being on the agenda at the beginning.

Robert Campbell said we need to know if Martin Suits talked to cal coast news before censuring him.

Larry Bittner asked why does the closed session only say potential litigation it should say what the potential litigation is.

Martin Suits said what is the potential litigation?

A motion to move the closed session to the end of the meeting was made by Michael Nordstrom seconded by Martin Suits. Motion failed 3/4

III. CLOSED SESSION – Potential Litigation - 10:30 am

Board Members Suits left meeting at 10:38pm

RECONVENE TO OPEN SESSION – 12:06 Reportable actions from closed session

Motion to send a censure letter to Director Suits regarding speaking publicly about San Miguelito Mutual Water employees. Motion passed 6/0 Suits absent.

Motion to include in the censure letter a request for Directors Suits resignation. Motion failed 3/3.

Motion to send letter drafted by Director St Pierre to Ms. Edson. Motion passed 6/0.

IV. REVIEW and APPROVAL OF MINUTES –

- a. May 22, 2020 Regular Meeting Minutes - Motion to approve made by Rick Koon seconded by Rob Rossi. Motion passed 6/0. Suits absent

V. DISCUSSION AND CONSIDERATION OF APPOINTMENT OF COMPANY OFFICERS

Motion to elect Marvin St Pierre as President was made by John Delehant seconded by Rob Rossi.

Motion passed 4 – 2. Suits absent

Motion to elect Michael Nordstrom as Vice President was made by John Delehant seconded by Rob Rossi. Motion passed 6 – 0. Suits absent

Motion to elect John Delehant as Financial Officer was made by Marvin St Pierre seconded by Michael Nordstrom.

Motion passed 6 – 0. Suits absent

Motion to elect Gary Garcia as secretary made by Michael Nordstrom seconded by Rob Rossi.

Motion passed 6 – 0. Suits absent

IV. DISCUSSION AND CONSIDERATION TO APPROVE AN ADJUSTMENT TO THE SALARY SCHEDULE –

Motion to approve a 3% adjustment to the salary schedule made by Gary Garcia seconded by John Delehant.
Motion passed 5/1. Koon abstained and Suits absent

Board Members Garcia left meeting at 12:42pm

- VI. DISCUSSION AND CONSIDERATION OF WATER SYSTEMS CONSULTING'S TECHNICAL MEMO AND SCOPE OF WORK FOR THE NEXT PHASE OF UPDATE TO THE 2015 WATER RESOURCES STUDY – Motion to proceed with next phase at a cost of \$21,735 made by Michael Nordstrom seconded by John Delehant. Motion passed 5/0. Garcia and Suits absent.

VIII. GENERAL MANAGER'S REPORT -

- Administration

- Completed Annual Meeting Packets
- Checked in Ballots Daily
- Work with League of Women Voters to assist with By Laws revision Ballots and Check-in Procedures at the Annual Meeting
- State Water Billing to undeveloped Shareholders
- Posted Operator 1 job announcement on Indeed and Craigslist
- Assisted with initial screening and interviews for Operator 1 Position
- Set-up and Supported May Regular meeting and Annual Meeting

- Operations

- On Thursday 5/28 water service line for Woodstone Deli broke and required emergency shutdown/by-pass; Ops crew worked until 11:30 pm; Contractor brought on-site Friday morning to expose the line and assist with repair; water line back in services Friday 5:00 pm.
- Load tested three of the eight back-up generators and performed annual maintenance
- Monthly reports sent to regulatory agencies
- Water and Wastewater rounds daily

Board Members Rossi left meeting at 1:01pm

- Capital Projects

- Lift Station #1 transfer switch installed and operational
- Replacement doors for lift stations are on order; work should be completed in late June
- 8" water line project is approximately 35% completed; project should be completed by the end of July

- Additional Project

- Marre Weir – Creek Lands, WSC and GHJ Engineering are working on design plans with CDF&W

IX. FINANCIAL STATEMENT

The Board Management Report for May 2020 was presented by Director Brad Hagemann with the following highlights:

Cash and Reserve Funds as of May 31, 2020, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$148,548	\$355,410	\$123,751	\$3,684,470

X. BOARD MEMBER COMMENT -

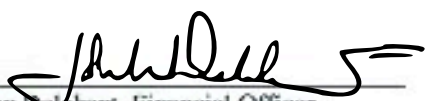
XII. ADJOURNMENT – Meeting was adjourned at 1:11pm.

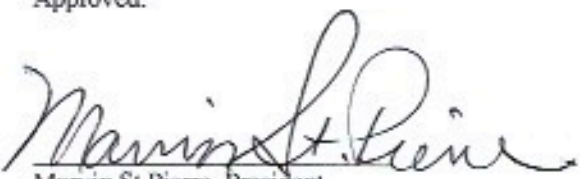
Proceeding reported by:

Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:


John Delehant, Financial Officer


Marvin St Pierre, President