

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

9:00 A.M. Wednesday, June 20, 2018

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, Ben Banks, Rick Koon, Marvin St. Pierre, Rob Rossi (closed session by phone call 9:33am -9:46am)
Board Member Absent: Gerri Hall and Martin Suits
Staff Members Present: Michelle Edson, Accounting & Administrative Manager
Consultants Present: Tim Carmel, Legal Counsel
Guests: Bob Pusanik, Heron Crest Resident, Heather Nelson and Kay Washburn, Indian Hill Residents, Paul Metchik and Steve Rossi, Rossi Enterprises and Bill Walters

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES

- a. May 16, 2018 BOD Meeting – Motion made by Ben Banks Seconded by Marvin St. Pierre. Motion passed 4 – 0 Hall, Rossi and Suits absent

IV. DISCUSSION AND CONSIDERATION OF APPOINTMENT OF COMPANY OFFICERS -

- a. Motion to elect Ben Banks as Financial Officer was made by John Delehant seconded by Marvin St. Pierre. Motion passed 3 – 0 Banks abstained and Hall, Rossi and Suits absent.
- b. Motion to elect Marvin St. Pierre as Vice President was made by John Delehant seconded by Rick Koon. Motion passed 3 – 0 St. Pierre abstained and Hall, Rossi and Suits absent.
- c. Motion to elect John Delehant as President was made by Rick Koon seconded by Ben Banks. Motion passed 3 – 0 Delehant abstained and Hall, Rossi and Suits absent.
- d. Motion to elect Gerri Hall as Secretary was made by John Delehant seconded by Ben Banks. Motion passed 4 – 0 Hall, Rossi and Suits absent.

V. DISCUSSION AND CONSIDERATION TO APPROVE A COST OF LIVING ADJUSTMENT TO THE SALARY SCHEDULE – Rick Koon handed out a Salary Schedule Comparative of surrounding agencies and SMMWC's current Salary Schedule showing the fiscal impact with a 2% COLA and a 3% COLA. After some discussion staff recommended a 3% COLA adjustment to the current Salary Schedule. Motion to approve as recommended was made by Ben Banks and seconded by John Delehant. Motion passed 4 – 0 Hall, Rossi and Suits absent.

VI. GENERAL MANAGERS REPORT

- Administration

- 2018 U.S. Department of Labor Census completed
- CCR's completed and mailed to all customers
- Door hanger and phone call notifications to Pelican Point residents affected by angle stop replacements.

- Operations

- Pelican Point leaking angle stops replacements.
- Well 6A back on line with new upsized pump. We are able to pump 170 GPM now.
- WWTP aerator reconditioned.
- Anthony Agueda has taken his Treatment II test.

- Capital Projects

- Pismo Well Formation well#1 has been completed. The preliminary flow reports, indicate 6.5 GPM with no draw down.
- Drilling continues on Well #2. The Hydro Geologist has determined that this well is in different material than Well #1. The well is being drilled to 820 feet and then will be E-logged to determine the water location within the strata.
- LS #2 replaced top on the wet well and installed new flow meter.
- WTP installed 2 hatches in pump room for better access to pumps.
- Generators at the WWTP, WTP and LS #3 are now under roofs.

- Additional Project
 - SMS Sewer Service Contract – on hold
 - GTA Reclaimed Water Use Study – on hold
 - Cleath New Well Study – Drilling...
 - Reserve Replacement Study – Developing an outline for a 10year plan
 - ABCSD Regional Study – The Final report is awaiting SWRCB review and approval.
 - Marre House – Preliminary power design is being worked on

VII. FINANCIAL STATEMENT

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


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

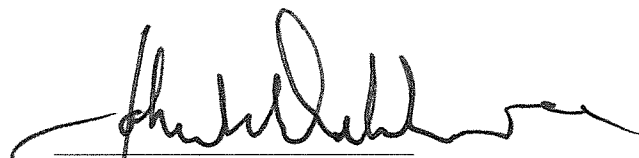
Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$123,044	\$355,213	\$276,761	\$2,616,853

- VIII CLOSED SESSION: Personnel - Convened - at 9:33 a.m.
Directors in attendance: John Delehant, Ben Banks, Marvin St. Pierre, Rick Koon and Rob Rossi by phone
- IX RECONVENE TO OPEN SESSION – at 9:46 a.m.
No reportable action was taken.
- X. BOARD MEMBER COMMENT – none
- XI. UPCOMING BOARD MEETING AND AGENDA ITEMS
 - a. July 18, 2018 Board Meeting
 - b. August 15, 2018 Board Meeting
- XII. ADJOURNMENT –Meeting was adjourned at 10:41 a.m.

Proceeding reported by:
Michelle Edson, Accounting & Administrative Manager
Respectfully Submitted,

Approved:


Marvin St. Pierre, Vice President


John Delehant, President