

San Miguelito Mutual Water Company

Minutes of the Board of Director's Meeting

9:00 A.M. Wednesday, March 15, 2017

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, Tom Athey, Gerri Hall, Rick Koon, Rob Rossi, Vic Montgomery, Ben Banks
 Absent: None
 Staff Members Present: Michelle Edson, Accounting & Administrative Manager
 Consultants Present: None
 Guests: Indian Hill resident Martin Suite; Heron Crest Resident Bob Pusanik

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES

a. February 15, 2017 - Motion to approve as written made by John Delehant, seconded by Tom Athey. Motion passed 7 – 0.

IV. DISCUSSION OF REVISED DRAFT THE BY-LAWS – The General Manager, Rick Koon gave an overhead presentation that included an explanation of Article X and legally required changes that need to be made to the By-Laws. BOD member, Vic Montgomery requested a better definition of the difference between assessment and charges.

V. DISCUSSION OF INFRASTRUCTURE IMPROVEMENTS – INDIAN HILL – Overhead presentation by GM, on our 10 Year Capital Improvement Plan. The plan prioritized each project with Indian Hill's infrastructure being the next large project. The BOD requested that GM, Rick Koon set up an executive session with the Indian Hill's BOD and manager. The meeting will be to coordinate our water and sewer replacements with their electrical and gas replacement.

VI. GENERAL MANAGERS REPORT

- Administration
 - Staff attended the RWMG meeting.
 - DRW has notified State Water Contractors that water stored in San Luis Reservoir has begun to spill.
 - Staff updated the Employee handbook to comply with 2017 laws.
 - Staff updated job descriptions for the 2 positions that are currently being advertised.
 - Rick and Rob met with Fish and Wildlife regarding the Marre Weir
- Operations
 - Staff continued to be busy with the rain events throughout the month. We had several power outages and alarm outages (phone lines)
 - A routine water sample exceeded the MCL for THM. We will be notifying our customers by mail.
- Capital Projects
 - Work has been completed on the LS#3 water line and road repairs.

VII. FINANCIAL STATEMENT

The Board Management Report for February 2017 was presented by Financial Officer Tom Athey and General Manager Rick Koon with the following highlights:

Cash and Reserve Funds as of February 28th, 2017, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$139,730	\$355,080	\$186,496	\$2,247,594

Tom also pointed out the laddering of our CD maturity dates.

IX. BOARD MEMBER COMMENT – The BOD requested that staff research information on the weir and on the Indian Hill purchase agreements.

X. UPCOMING BOARD MEETING AND AGENDA ITEMS

- a. April 19, 2017 – Annual Meeting Packet Items
- b. May 17, 2017 – BOD Meeting; Annual Meeting
- c. June 21, 2017 – Election of Officers & Staff Performance Reviews

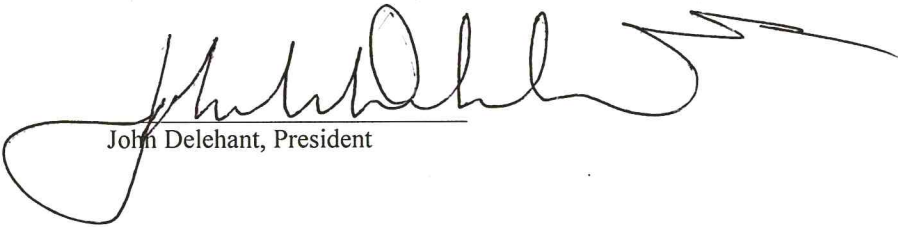
XI. ADJOURNMENT –Meeting was adjourned at 11:11 a.m.

Proceeding reported by:
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:


Gerri Hall, Secretary


John Delehant, President