

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

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

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President John Delehant at 9:07 a.m.

Board Members Present: John Delehant, Tom Athey, Gerri Hall, Rick Koon, Martin Suits
 Absent: Ben Banks, Rob Rossi
 Staff Members Present: Michelle Edson, Accounting & Administrative Manager
 Consultants Present: Tim Carmel
 Guests: Heron Crest Resident Bob Pusanik, Indian Hill Resident Ray Feeser and Steve Rossi

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES

a. October 18, 2017 - Motion to approve with some minor changes made by Martin Suits seconded by Tom Athey. Motion passed 5-0, Banks and Rossi Absent.

IV. DISCUSSION AND CONSIDERATION TO ISSUE A CONDITIONAL WILL SERVE FOR 2520 Vista de Avila APN 076-180-011 – After a brief review of the Proposed Site Plan and Draft Conditional Will Serve a suggestion was made to change the word “You” to “Owner’s” A motion to issue the Conditional-Will-Serve with change was made by Martin Suits seconded by Gerri Hall. Motion passed 5 – 0, Banks and Rossi Absent.

V. GENERAL MANAGERS REPORT

- Administration

- On November 15th the County is switching to free chlorine. SMMWC will be staying with chloramines and taking samples of the water to insure no increase in disinfection by products.
- Staff worked on the Draft of the 2018 Budget.
- Michelle attended a Seminar put on by Workers Compensation provider.

- Operations

- Replaced several angle stops and meters
- The section of the water line on Riverview has been replace
- Staff has additional paving placed around tank 550 and some patched repaired around tank 400.

- Capital Projects

- The solar panels have been installed at tank 400. This will provide power for a chlorinator for tank 400.

- Additional Project

- SMS Sewer Service Contract – Payment Received
- GTA Reclaimed Water Use Study – on hold
- Cleath New Well Study – The engineer is working to get bids for the project
- Reserve Replacement Study – Developing an outline for a 10year plan
- ABCSD Regional Study – The draft report is being finalized for submission to the SWRCB
- Marre House – Met with Tom Jones of PG&E

a. General Manager Rick Koon gave an overhead power point presentation consisting of 2018 Rate Study, 2018 Anticipated Usage, 2018 Draft Operational Earnings Report and proposed an increase to Capital only for 2018.

VI. FINANCIAL STATEMENT

The Board Management Report for October 2017 was presented by General Manager Rick Koon with the following highlights:

Cash and Reserve Funds as of August 31st, 2017, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$277,298	\$355,151	\$266,995	\$2,380,947

VII. CLOSED SESSION – No action items

VIII. BOARD MEMBER COMMENT – None

IX. UPCOMING BOARD MEETING AND AGENDA ITEMS
a. December 20, 2017 – 2018 Budget Review and Approve
b. January 17, 2018 – Annual Letter Review and Approve

X. ADJOURNMENT –Meeting was adjourned at 11:10 a.m.

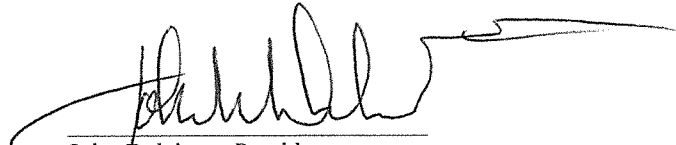
Proceeding reported by:
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:



Gerri Hall, Secretary



John Delehant, President