

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

9:00 A.M. Friday, June 28, 2024

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board Vice President Michael Nordstrom at 9:00 a.m.

Board Members Present: Michael Nordstrom, Marvin St Pierre, Rob Rossi, Paul O'Malley and Bob Pusanik,

Board Member Absent: Larry Bittner and Robert Campbell

Staff Members Present: Dwayne Chisam, Ryan Smith and Shannon Santos

Consultants Present: None

Guests: Rossi Enterprises: Steve Rossi and Pelican Point Resident, Gerri Hall

II. PUBLIC/SHAREHOLDER COMMENT – none

III. REVIEW and APPROVAL OF MINUTES –

- a. April 19, 2024, Regular Meeting Minutes - Motion to approve made by Robert Rossi seconded by Bob Pusanik. Motion passed 5/0. Larry Bittner and Robert Campbell Absent.

IV. REVIEW AND APPROVE THE APPOINTMENT OF OFFICERS -Motion to keep officers the same by Bob Pusanik seconded by Rob Rossi. Motion passed 5/0. Larry Bittner and Robert Campbell Absent.

V. DISCUSSION AND CONSIDERATION OF CPI ADJUSTMENT TO SALARY SCHEDULE - Staff recommended a 3.8 % cost of living increase. Motion made by Rob Rossi, seconded by Paul O' Malley. Motion approved 5/0. Larry Bittner and Robert Campbell Absent.

VI. DISCUSSION AND CONSIDERATION OF ADMINISTRATIVE POSITION REORGANIZE- Staff recommended that the Accounting and Administrative Manager position be replaced by an Administrative Accounting Manager and Administrative Services Manager. There will not be a financial impact. Motion to approve made by Rob Rossi, seconded by Paul O' Malley. Motion passed 5/0. Larry Bittner and Robert Campbell Absent.

VII. DISCUSSION ON THE WASTEWATER ALTERNATIVE STUDY REQUEST FOR PROPOSAL. (RFP)-General Manager gave members a draft request for proposal with a brief introduction and background of San Miguelito, proposed scope of work and five alternatives we would like investigated. The packet also includes the time schedule in which companies can submit their proposal's.

VIII. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration

- Annual Meeting Preparation
- Workers Comp / Sub-Contractor Audit
- Workplace Violence Seminar

- Operations Report

Water

- Water Sampling taken May 8, 2024, for water quality compliance
- Cla-val at Kingfisher rebuilt
- Transducer in tank 550 failed. A new transducer will be installed
- San Luis Obispo County has started the new interconnection rebuild. The operators will monitor the progress to protect our infrastructure.

- Below are weekly hardness test results for February:

Test date	WTP (delivered)
May 1, 2024	442 Well/State
May 15, 2024	458 Well/State
May 24, 2024	480 Well/State

Wastewater

- Wastewater Sampling taken on May 8, 2024.
- The WDR Requirements will take effect July 1, 2024, some changes will have to be made to be made to meet the new regulations.

Capital Projects

Water

- Parts have been ordered for new booster pump to be installed at the Water Treatment Plant
- The new treatment plant building is awaiting the permitting process

Professional Services Contract

-Marre Weir

New Grant identified to complete design

Wastewater Study

- RFP complete Board discussion
- Scheduled joint committee meeting with Avila Beach CSD
- Working with private property owners

IX. FINANCIAL STATEMENT

The Board Management Report for May 31, 2024, was presented by General Manager, Dwayne Chisam with the following highlights:

Cash and Reserve Funds as of May 31, 2024, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$17,076	\$363,750	\$172,714	\$5,365,633

X. PRODUCTION REPORT – The water mix for the year is 50% Sate Water 50% Well Water.

XI. BOARD MEMBER COMMENT – None

Adjourned to executive session 9:45am

XII. EXECUTIVE SESSION – No reportable action


Closed Executive Session 10:15am

XIII. ADJOURNED – 10:15am

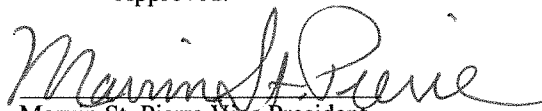
Proceeding reported by:  
Shannon Santos, Administrative & Accounting Assistant

Respectfully Submitted,

Approved:



Michael Nordstrom, President



Marvin St. Pierre Vice President