

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

9:00 A.M. Friday, March 15, 2024

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board Vice President Marvin St Pierre at 9:00 a.m.

Board Members Present: Marvin St Pierre, Rob Rossi, Michael Nordstrom (arrived at 10:12am), Paul O'Malley, Robert Campbell, Bob Pusanik, and Larry Bittner

Board Member Absent:

Staff Members Present: Dwayne Chisam, Michelle Koon & Ryan Smith

Consultants Present: None

Guests: Rossi Enterprises: Steve Rossi

II. PUBLIC/SHAREHOLDER COMMENT – none

III. REVIEW and APPROVAL OF MINUTES –

- a. February 16, 2024, Regular Meeting Minutes - Motion to approve made by Larry Bittner seconded by Rob Rossi. Motion passed 6 /0. Michael Nordstrom absent.

IV. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration
 - EAR Annual Reporting Started
 - Liability Insurance Requested Information Completed
 - Cal Mutual Zenith Workers Compensation Insurance Information Completed
 - CPA's Letter of Engagement and requested information Emailed to Accountant
- Operations

Water

- Water Sampling taken February 13, 2024, for water quality compliance
- Below are weekly hardness test results for February:

Test date	WTP (delivered)
February 5th	243 State Water Only
February 14th	220 State Water Only
February 29th	231 State Water Only

Wastewater

- Wastewater Sampling taken on February 14, 2024.
- We finished Annual Report for 2023 had no violations
- All lift stations had their annual wet well cleaning completed
- Annual generator service have been completed at Lift Station 1 & 2

Capital

- 2008 Workhorse Easy-Go Golf Cart was purchased

Water

- We have received some of the new meters, we will receive the rest in April

Wastewater

- Nothing to report

V. FINANCIAL STATEMENT

The Board Management Report for February 29, 2024, was presented by General Manager, Dwayne Chisam with the following highlights:

Cash and Reserve Funds as of February 29, 2024, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$30,148	\$359,289	\$95,261	5,515,523

VI. PRODUCTION REPORT – The water mix for the year is 96% Sate Water 4% Well Water.

VII. BOARD MEMBER COMMENT – Bob Pusanik asked how we know the wastewater flows. Ryan Smith let him know we meter our wastewater flows at the treatment plant.

Adjourned to executive session 10:15am

VIII. EXECUTIVE SESSION – No reportable action

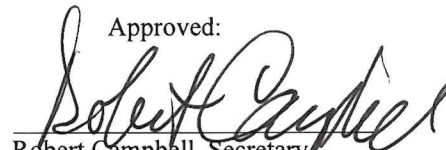
Closed Executive Session 10:54am

IX. ADJOURNED – 10:54am

Proceeding reported by:
Michelle Koon, Accounting & Administrative Manager

Respectfully Submitted,


Marvin St Pierre, Vice President

Approved:

Robert Campbell, Secretary