

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

9:00 A.M. Friday, February 17, 2023

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President Michael Nordstrom at 9:03 a.m.

Board Members Present: Marvin St Pierre, Rob Rossi, Rick Koon, Michael Nordstrom, Paul O'Malley, and Robert Peterson

Board Member Absent: Larry Bittner

Staff Members Present: Geoff English, Michelle Edson & Ryan Smith

Consultants Present:

Guests: Rossi Enterprises: Steve Rossi and Kingfisher Resident: Robert Campbell

II. PUBLIC/SHAREHOLDER COMMENT – none

III. REVIEW and APPROVAL OF MINUTES –

- a. January 20, 2023, Regular Meeting Minutes - Motion to approve the minutes made by Marvin St Pierre, seconded by Paul O'Malley. Motion passed 6 /0. Larry Bittner absent.

IV. DISCUSSION OF RENTAL USE OF THE BOARD ROOM BY OUTSIDE ORGANIZATION –After consideration of this request it was the Board of Directors decision to keep the use of the Board Room for company use only.

V. DISCUSSION AND CONSIDERATION OF DESALINATION EXECUTIVE SOLUTION AND LOGISTICS PLAN RESOLUTION – Motion to pass Resolution 2023-001 made by Rob Rossi seconded by Bob Peterson. Motion passed 6/0. Larry Bittner absent.

VI. DISCUSSION OF LETTER FROM SAN LUIS OBISPO COUNTY FLOOD CONTROL DISTRICT REGARDING THE POTENTIAL PURCHASE OF ADDITIONAL DROUGHT BUFFER – The Board of Directors decided to use the full time allotted before deciding to purchase or not purchase more Drought Buffer.

VII. DISCUSSION OF RECRUITMENT FOR THE GENERAL MANAGER POSITION AND MANAGEMENT TRANSITION PLANNING – Information was reported about the advertising of the open position. No Action

VIII. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration

- 2023 Winter Newsletter
- Letter of Engagement Moss, Levy & Hartzhiem LLP
- New Employee Recruiting

- Operations

Water

- New variable frequency drives (VFD's) were installed on both pumps at the Water Treatment Plant
- Company engineer, Dylan Wade and a local electrician have calculated that the replacement generator at Heron Crest can be downsized. We have received bids and hope to have the purchase made soon.
- Weekly hardness testing continues

Wastewater

- A 125 VFD was installed at Lift Station #3
- Monthly Sampling has been completed
- WWTP data collection has been added to the SCADA system

Capital

- New Jetting Trailer has been delivered and the O&M team hope to be able to start routine cleaning of the lines
- QuickTech has received our new server and is prepping it for a February installation

Additional Projects, Initiative, and Information

- New Employee Handbook has been completed we will distribute to all employees in February

IX. FINANCIAL STATEMENT

The Board Management Report for January 31, 2023, was presented by General Manager, Geoff English with the following highlights:

Cash and Reserve Funds as of January 31, 2023, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$53,031	\$355,517	\$53,197	\$4,824.422

X. PRODUCTION REPORT – The water mix for the month is 87% Sate Water 13% Well Water with the Annual mix being 87% State Water and 13% Well Water.

XI. BOARD MEMBER COMMENT – None

Adjourned to executive session 10:50am

XII. EXECUTIVE SESSION – No Action

XIII. ADJOURNED – 11:22am

Proceeding reported by:  
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:



Michael Nordstrom, President



Robert Peterson, Secretary