

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

9:00 A.M. Friday, January 20, 2023

I. CALL TO ORDER AND ROLL CALL

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

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

Board Member Absent:

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

Consultants Present: Dylan Wade, Water Systems Consulting

Guests: Rossi Enterprises: Steve Rossi and Heron Crest Resident: Bob Pusanik

II. PUBLIC/SHAREHOLDER COMMENT – none

III. REVIEW and APPROVAL OF MINUTES –

- a. November 18, 2022, Regular Meeting Minutes - Motion to approve the minutes with correction made by Bob Peterson, seconded by Paul O'Malley. Motion passed 6 /0. Larry Bittner abstained.

IV. REVIEW AND APPROVE THE DRAFT JANUARY 2023 NEWSLETTER – Larry Bittner requested that we add verbiage about the possibility of building a new Wastewater Treatment facility. Motion to approve the Newsletter with the requested addition made by Marvin St Pierre, seconded by Larry Bittner. Motion passed 7/0.

V. VERBAL REPORT AND DISCUSSION ON STORM RESPONSE STATUS AND HERON CREST GENERATOR FAILURE – Geoff English spoke and used an overhead presentation with pictures of the recent storm and damages to our facilities.

VI. DISCUSSION AND CONSIDERATION OF MODIFICATIONS TO THE 2023 CAPITAL AND SPECIAL PROJECTS BUDGET – Due to recent events with electrical surges and outages the Heron Crest and the Wastewater Treatment Plant emergency generators have become inoperable. Staff recommends that we defer the funds from the Water Treatment Plant Building Install/Seatrain Relocation Project and use those funds for a Heron Crest Generator/WWTP Generator Project. Staff also requests that we carry over the incomplete 2022 Capital Projects. Motion to approve proposed modifications to the 2023 Capital Projects and to carry over the 2022 Capital & Special Projects yet to be completed to 2023 made by Rob Rossi, seconded by Paul O'Malley. Motion passed 7/0.

VII. DISCUSSION AND CONSIDERATION OF THE ANNUAL SHAREHOLDER ELECTION PROCEDURES/POLICIES – Larry Bittner lead a discussion on the Company's previous practices regarding the election procedures. After a brief discussion it was decided that procedures would remain the same.

VIII. DISCUSSION AND CONSIDERATION OF FIRST AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES WITH CREEK LANDS CONSERVATION FOR PERMIT COPLETION, GRANT PREPARATION AND COORDINATION FOR THE MARRE WEIR IMPROVEMENT PROJECT – The General Manager Geoff English asked for authorization from the Board of Directors to execute a First Amendment to the Agreement for Consulting Services with Creek Lands Conservation for permit completion, grant preparation and project coordination for the Lower San Luis Obispo Creek Fish Passage Design and Habitat Improvement Project. Motion to approve this authorization made by Paul O'Malley seconded by Robert Peterson. Motion passed 7/0

IX. DISCUSSION AND CONSIDERATION TO APPROVE AND EXECUTE THE CALIFORNIA WATER/WASTEWATER AGENCY RESPONSE NETWORK (Cal WARN) 2007 OMIBUS MUTUAL AID ASSISTANCE AGREEMENT – Geoff English Briefly explained that in September 2021 the State passed Senate Bill 552 which requires all small water suppliers to participate in a mutual aid organization. As such it is recommended that the Board of Directors authorize the Board President to Execute the CalWARN 2007 Omnibus Mutual Aid Assistance Agreement. Motion to approve made by Paul O'Malley seconded by Rob Rossi. Motion passed 7/0

X. REPORT AND DISCUSSION REGARDING THE PURCHASE OF A JETTER TRAILER FOR MAINTENANCE FOR THE SANITARY SEWER COLLECTION SYSTEM – Staff reported the purchase from HotJetUSA of a trailer mounted jetter and explained how it will be used.

XI. GENERAL MANAGER’S REPORT –

GM Report with the following highlights:

- Administration

- Supplemental Statement of Water Diversion Reporting
- Cessation and Reduction of Ground Water Reporting
- New Employee Recruiting

- Operations

Water

- New Water Treatment Plant Chief Plant Operator, FRM employee Ryan Brink
- Weekly hardness testing continues

Wastewater

- Quarterly Monitoring and Sampling Completed
- Metal “catwalk” structure at the WWTP has been removed and replaced with a new one.
- WWTP data collection has been added to the SCADA system

Capital

- A bed mounted fuel tank was installed in the bed of the new GMC service truck
- Battery back up on solar panels installed at all 3 monitoring wells in the WWTP to sample ground water for our new MRP

Additional Projects, Initiative, and Information

- A grant application for the Marre Weir improvement project was submitted to the State of California Wildlife Conservation Board

XII. FINANCIAL STATEMENT

The Board Management Report for December 31, 2022, was presented by General Manager, Geoff English with the following highlights:

Cash and Reserve Funds as of December 31, 2022, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$96,082	\$355,517	\$256,534	\$4,754,721

XIII. PRODUCTION REPORT – Our Water use for the year is right on target with what was anticipated. The water mix for the month is 49% Sate Water 51% Well Water with the Annual mix being 50% State Water and 50% Well Water.

XIV. BOARD MEMBER COMMENT – Bob Peterson inquired about adding landscaping on the inside of the Water Treatment Plant fence to help hide the equipment. Rick Koon reminded staff of the importance of getting production wastewater reads on the first and last day of the month.

Adjourned to executive session 10:55am

XV. EXECUTIVE SESSION – No action

11:05 Rob Rossi left meeting.

Closed Executive Session 11:10am

Reopen Public Session 11:10am

Motion to approve the General Manager’s 2023 work schedule subject to consistency of Employment Law made by Michael Nordstrom seconded by Larry Bittner. Motion passed 6/0, Rob Rossi absent.

XVI. ADJOURNED – 11:15am

Proceeding reported by:
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:



Michael Nordstrom, President



Robert Peterson, Secretary