

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

9:00 a.m. June 23, 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, Michael Nordstrom, Paul O'Malley, Robert Campbell, and Bob Pusanik

Board Member Absent: Larry Bittner

Staff Members Present: Courtney Hice, Dwayne Chisam & Ryan Smith

Consultants Present: None

Guests: Kingfisher Resident; Carol Hayden, Rossi Enterprises: Steve Rossi and Michelle Borrero

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES –

- a. May 19, 2023, Regular Meeting Minutes – Motion to approve the minutes made by Rob Rossi seconded by Michael Nordstrom. Motion passed 6/0. Larry Bittner, absent.

IV. DISCUSSION AND CONSIDERATION OF APPOINTMENT OF VICE PRESIDENT – Motion to elect Marvin St Pierre as Vice President made by Bob Pusanik seconded by Robert Campbell. Motion passed 6/0, Larry Bittner absent.

V. REVIEW AND DISCUSSION ON SAN MIGUELITO MUTUAL WATER COMPANY'S CONFLICT OF INTEREST POLICY – Marvin St. Pierre proposed revising the subcategory 'Prohibited Activities' to 'Potential Conflicts of Interest Activities'. Motion to approve with proposed change made by Michael Nordstrom seconded by Marvin St. Pierre. Motion passed 6/0. Larry Bittner absent.

VI. DISCUSSION AND CONSIDERATION OF SALARY SCHEDULE ADJUSTMENTS – Staff recommended a 3.2% cost of living adjustment to the current salary schedule. Motion to approve made by Bob Pusanik seconded by Rob Rossi. Motion passed 6/0. Larry Bittner absent. Michael Nordstrom formed a committee consisting of Paul O'Malley, Larry Bittner and Marvin St. Pierre to further discuss the salary and schedule adjustments.

VII. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration

- Annual Meeting Election Ballot Verification
- Annual Meeting of the Shareholder Preparations
- Employee Interviews
- Annual Consumer Confidence Report Completed
- Prepared the June Regular Packet

- Operations

Water

- Kyle Yaquinta and Ryan Smith have both passed their Distribution and Treatment 2 Certifications
- We are currently using mostly State Water.
- Monthly water sampling was completed May 9th.
- Tractor rental to clean up tank 400 road and install new base at tank 100 and 200.
- Water production is from well 6A with a mix of State Water
- Weekly Hardness Testing Continues

<u>Test date</u>	<u>Hardness reading</u>
May 8 th	651 mg/l
May 15 th	684 mg/l
May 24 th	666 mg/l

Wastewater

- Monthly Sampling was completed May 10th.
- Herbicide treatment to remove duckweed from ponds
- In Pelican Point 3500 feet of our 8inch sewer line was jetted with the use of the new jetter.

Capital

- The Heron Crest generator has been installed.
- The LS 3 generator has been delayed due to lack of parts at the warehouse estimated arrival is mid-June.

VIII. FINANCIAL STATEMENT

The Board Management Report for April 30, 2023, was presented by Administrative & Accounting Manager, Michelle Koon with the following highlights:

Cash and Reserve Funds as of April 30, 2023, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$133,077	\$355,737	\$181,761	\$4,706,138

IX. PRODUCTION REPORT – The water mix for the month is 62% Sate Water 38% Well Water with the Annual mix being 69% State Water and 31% Well Water.

X. BOARD MEMBER COMMENT – Robert Campbell wanted to personally thank Dwayne Chism and Ryan Smith.

Adjourned to executive session at 9:50 a.m.

XI. EXECUTIVE SESSION – No Action

Opened meeting at 10:20 a.m.

XII. ADJOURNED – 10:21 a.m.

Proceeding reported by:
Courtney Hice, Accounting & Administrative Assistant

Respectfully Submitted,


Michael Nordstrom, President

Approved:

Robert Campbell, Secretary