

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

9:00 a.m. November 17, 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: Michael Nordstrom, Marvin St Pierre, Rob Rossi, Paul O'Malley, Robert Campbell, and Bob Pusanik

Board Member Absent: Larry Bittner

Staff Members Present: Michelle Koon & Dwayne Chisam

Consultants Present: None

Guests: None

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES –

- a. October 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. REVIEW AND DISCUSSION OF THE DRAFT 2024 COMPANY BUDGET – Operations & Maintenance Budget, Capital Improvement Budget and Rates and Fees Schedule –

Motion made by Rob Rossi and seconded by Mavin St. Pierre to

- a. Approve 2024 Operations & Maintenance Budget
b. Approve 2024 Capital Improvement Budget
c. Approve 2024 Rates and Fees Schedule
as presented. Motion passed 6/0. Larry Bittner absent.

V. REVIEW AND DISCUSS CAPITAL RESERVE INVESTMENT POLICY – After much discussion Motion to approve the investment policy with the removal of “and includes the authority to invest up to 10% of the portfolio in ETF’s” made by Paul O'Malley seconded by Rob Rossi. Motion passed 6/0. Larry Bittner absent.

VI. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration

- We have a new Operations & Maintenance employee starting November 20, 2023
- 3rd Quarter Drought Conservation reporting has been submitted.
- 2024 Draft Budget
- Employee Training

- Operations

Water

- Monthly water Sampling taken on October 10th
- The water being provided this month is mostly from our State Water allotment
- Below are the weekly hardness testing results for June:

<u>Test date</u>	<u>Hardness reading</u>
October 1st	517 mg/l Well & State Water
October 15th	314 mg/l State Water Only
October 29 th	350 mg/l State Water Only

Wastewater

- Monthly Wastewater Sampling was completed October 9th
- We treated the ponds with pre-emergent to control weed growth

Capital

Water

- The new boxes have been installed

Wastewater

- PRO 3 replacement Lift Station #1 failed SCADA programming module

Marre Weir

- Board directed Staff to draft a letter that establishes the minimum requirements for any Marre Wier improvements

Wastewater Study

- Alternatives for committee review are prepared
- Investigating current legal status of the lease
- RFP to follow

VII. FINANCIAL STATEMENT

The Board Management Report for October 3, 2023, was presented by Administrative & Accounting Manager, Michelle Koon with the following highlights:

Cash and Reserve Funds as of October 3, 2023, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$69,953	\$355,827	\$161,764	\$5,179,725

VIII. PRODUCTION REPORT – The water mix for the month is 75% Sate Water 25% Well Water with the Annual mix being 51% State Water and 49% Well Water.

IX. BOARD MEMBER COMMENT – None

X. EXECUTIVE SESSION 10:02a.m.
a. Potential State Water Sale update
b. Employee Retirement Program

10:30am Rob Rossi left meeting.

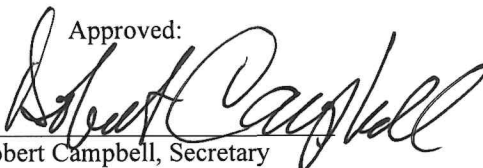
Return To Open Session – 10:34 a.m.

XI. ADJOURNED – 10:34a.m.

Proceeding reported by:
Michelle Koon, Accounting & Administrative Manager

Respectfully Submitted,


Michael Nordstrom, President

Approved:

Robert Campbell, Secretary