

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

9:00 A.M. Friday, February 18, 2022

I. CALL TO ORDER AND ROLL CALL

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

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

Board Member Absent: None

Staff Members Present: Geoff English, Michelle Edson & Dan Migliazzo

Consultants Present: Water Systems Consulting, Inc., Dylan Wade

Guests: Rossi Enterprises: Steve Rossi, Pelican Point Resident: Gerri Hall, Heron Crest Resident: Bob Pusanik

Motion to add an Executive Session to this agenda to discuss Possible Litigation made by Rob Rossi, seconded by Paul O'Malley. Motion passed 7/0.

II. PUBLIC/SHAREHOLDER COMMENT – Bob Pusanik asked when the results of the well drawdown analysis will be released? GM, Geoff English responded that the information will be in the Water Resources Analysis Study that will soon be completed and presented at the March or April Board Meeting. We will also post it on our website.

III. REVIEW and APPROVAL OF MINUTES –

- a. February 18, 2022 Regular Meeting Minutes - Motion to approve the minutes made by Larry Bittner, Marvin St. Pierre seconded with 2 spelling corrections. Motion passed 7/0.

IV. DISCUSSION AND CONSIDERATION OF ADPOTION OF THE SANITARY SEWER MANAGEMENT PLAN AUDIT 2021 – Geoff English briefly went over the background of the requirement to have an SSMP. Dan Migliazzo, Utility Manager was happy to report that SMMWC has not had a spill since 2013. Staff recommends the Board of Directors accepts the SSMP as presented. Motion to approve with modifications to the year and amount of our CIP project dollars and a correction in spelling made by Rob Rossi seconded by Larry Bittner. Motion passed 7/0.

V. DISCUSSION AND CONSIDERATION OF WATER BOARD GENERAL PERMIT NOTICE OF INTENT TO ENROLL – The Board reviewed the letter from the State Water Resource Control Board mandating SMMWC's enrollment in the General Permit. The Board discussed possible ways to comply with the General Order and timelines to do so. Motion by Rob Rossi to move forward with enrollment seconded by Larry Bittner. Motion passed 7/0.

VI. PRESENTATION: MARRE WEIR IMPROVEMENT PROJECT UPDATE – Dylan Wade from Water Systems Consulting gave a powerpoint presentation highlighting the fishway designs that were reviewed and the one that was agreed upon by the tactical committee, representatives from many regulatory and enviromental agencies. The project is currently at 65% of design per the grant requirement. He then went through the possible next steps for SMMWC. No action required or taken.

VII. REVIEW & APPROVE OF CONTINGENCY FUNDS FOR TANK 100 REHABILITATION PROJECT – Tank 100 requires more extensive repairs then previously projected. Staff recommends an addition of \$20,500. in contingency funds be added to the 2022 Tank 100 Capital Project. Motion to approve made by Rob Rossi, seconded by Bob Peterson. Motion passed 7/0.

VIII. REVIEW AND APPROVE AUTHORIZED SIGNERS FOR COMPANY'S WELLS FARGO AND EDWARD JONES ACCOUNTS – Staff recommends that General Manager Geoff English be the authorized representative on the company's accounts. Motion to approve with the signers being the President, Vice President, Financial Officer and General Manager made by Bob Peterson, seconded by Rob Rossi. Motion passed 7/0.

IX. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration
  - Newsletter, printing, folding and mailing
  - YE tax reporting and preparing and mailing W@'s and 1099's
- Operations
  - Water
    - Well, 4A project has been completed and should online by the end of February.
    - Pro-3 Automation our telemetry contractor has been populating our system with new inputs so we have more information remotely seen.
  - Wastewater
    - Lift Station 2 pump has been installed and the pump that was removed will be repaired by Xylem and when it is returned, we will install it and recondition the other pump.
    - We have received a draft document from the State Water Resources Control Board that states our operators will need to add collections certification to operate and maintain the collections systems.
- Capital Projects
  - Water
    - Tank 100 has been drained and scaffolding set-in place and rehabilitation work started February 7, 2022.
  - Wastewater
    - Duncan Fence Company has been contracted to install security fencing at Wild Cherry Canyon Wastewater Treatment Plant to help curtail unauthorized vehicle access.
- Additional Projects
  - The State Water Resources Control Board has issued a public notice announcing the release of the proposed statewide Sanitary Sewer Systems General Order for a 60-day public comment period. The proposed General Order will impose additional mandates and requirements on agencies that operate regulated sanitary sewer systems such as SMMWC. Staff will review and if appropriate provide comments on the draft WDR.
  - SMMWC Field Supervisor, Jacob Smith recently passed his exams for the State Water Quality Control Board Distribution Operator Grade 3 and Treatment Grade 3 certification. The SMMWC water treatment and distribution system is graded by the SWQCB as a Grade 2 system.

X. FINANCIAL STATEMENT

The Board Management Report for January 31<sup>st</sup> was presented by General Manager Geoff English with the following highlights:

Cash and Reserve Funds as of January 31, 2021 are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$67,587	\$355,465	\$106,115	\$4,608,594

XI. EXECUTIVE SESSION – Possible litigation - No reportable actions

XII. BOARD MEMBER COMMENT – Marvin St. Pierre commented that he appreciated the completeness of the board packet.

XIII. ADJOURNED – 11:27am

Proceeding reported by:

Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:

Robert A Peterson, Secretary

Michael Nordstrom, President