

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

9:00 A.M. Friday, June 17, 2022

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 (left at 10:55am), Rick Koon (left at 9:10am), Paul O'Malley, Larry Bittner and Robert Peterson

Board Member Absent: None

Staff Members Present: Geoff English & Michelle Edson

Consultants Present: None

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

II. PUBLIC/SHAREHOLDER COMMENT – Mr. Bob Pusanik stated that he was disappointed that the sale of State Water is not on the agenda. President Nordstrom let Mr. Pusanik know that the State Water Contract is going to be discussed in Executive Session.

III. ELECTION OF OFFICERS – Motion to keep the officers the same made by Larry Bittner seconded by Paul O'Malley. Motion passed 7/0.

IV. REVIEW and APPROVAL OF MINUTES –

- a. May 20, Regular Meeting Minutes - Motion to approve the minutes made by Marvin St Pierre, seconded by Robert Peterson. Motion passed 6/0, Director Koon absent.

V. PRESENTATION – AUTOMATED METER READING – Information included in the presentation was types of automation, pros and cons of automated reading, financial impact, current number of automated meters in the system and the ongoing operations and maintenance plan to replace aging meters by neighborhoods. Staff has already begun to install AMR compliant water meters throughout the system with a plan to replace all meters within five years.

VI. DISCUSSION AND CONSIDERATION OF SALARY SCHEDULE ADJUSTMENT – Staff recommends that an adjustment to the Operator in Training and System Operator I position be made to accommodate California minimum wage and maintain a variance in each position's salary range. In order to prevent the further loss of ground in making our Salary Schedule competitive with other local districts and using the U.S. Bureau of Labor Statistical index Staff recommends a 7% adjustment to the 2021/2022 Salary Schedule. Motion to adjust Salary Schedule as presented made by Bob Peterson, seconded by Larry Bittner. Motion passed 6/0, Director Koon absent.

VII. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

- Administration

- Annual Meeting Mail Out Packet
- SMMWC & AVMWC CCR Preparation
- New Employee Orientation

- Operations

Water

- Water Production in May was generated from Well 4a and State Water, with minimal pumping from Wells 5a and 6a.

- Water levels in all wells are being monitored 24/7 through the telemetry system.

- All generators have been fueled up for the summer operations during power outages and emergency backup.

Wastewater

- We received the standby pumps at lift stations #1 and #2. They will be scheduled for installation in the next few weeks and the pumps that are being taken out will be rebuilt for backup.

Additional Projects, Initiative and Information

- Recruitment - Utility System Operator. Interviews have been scheduled.
- Succession Planning for the retiring Utility Manger is underway.
- The Roadmap for Long-term Water Strategy Committee met on June 2, 2022

VIII. FINANCIAL STATEMENT

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

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

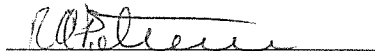
Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$103,743	\$355,479	\$88,116	\$4,731,495

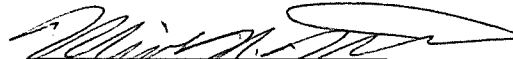
- IX. PRODUCTION REPORT – This month the water supplied to users was about 60% State Water 40% Well Water.
- X. BOARD MEMBER COMMENT – None
- 10:27AM the board went into Executive Session
- XI. EXECUTIVE SESSION – No reportable actions
- XII. ADJOURNED – 11:12AM

Proceeding reported by:
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:


Robert A Peterson, Secretary


Michael Nordstrom, President