

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

9:00 A.M. Friday, January 31, 2025

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, Paul O’Malley, Bob Pusanik, Larry Bittner, Robert Campbell, and Rob Rossi

Board Members Absent: Marvin St. Pierre,

Staff Members Present: Dwayne Chisam, Shannon Santos

Consultants Present: Heather Freed

Guests: None

II. PUBLIC/SHAREHOLDER COMMENT – None

III. REVIEW and APPROVAL OF MINUTES –

- a. November 15, 2024, Regular Meeting Minutes - Motion to approve made by Paul O’ Malley, seconded by Larry Bittner. Motion passed 6/0. Marvin St. Pierre, absent.

IV. DISCUSSION AND CONSIDERATION TO CARRYOVER THE 2024 CAPITAL PROJECT “USED TRACTOR W/IMPLEMENTS” TO THE 2025 CAPITAL PROJECTS- Motion to approve made by Larry Bittner, seconded by Rob Rossi. Motion passed 6/0. Marvin St. Pierre, absent.

V. REVIEW AND APPROVE THE DRAFT JANUARY 2025 NEWSLETTER. – Motion to approve made by Bob Pusanik, seconded by Rob Rossi. Motion passed 6/0. Marvin St. Pierre, absent.

VI. DISCUSSION AND CONSIDERATION TO APPROVE A ONE YEAR EXTENSION OF THE CONDITIONAL WILL SERVE FOR THE AVILA BY THE SEA PROJECT. – Motion to approve made by Larry Bittner, seconded by Paul O’ Malley. Motion passed 5/1. Bob Pusanik – opposed, Marvin St. Pierre, absent, Rob Rossi-obtained.

VII. PRESENTATION OF DRAFT WASTEWATER ALTERNATIVE REPORT – Heather Freed, Project Manager with Water Systems Consulting (WSC) presented

VIII.

GM Report with the following highlights:

Administration

- Board Meeting Preparation
- Training
- Year End & New Year Preparations
- Water Drought & Conservation Report

Operations Report

Water

- Water Sampling taken on November 12, 2024, and December 12, 2024 for water quality compliance
- Fencing was replaced at tanks 100/200
- Turned and exercised valves in Kingfisher area.

- Below are weekly hardness test results for November/December:

Test date	WTP (delivered)		
November 4 th	614 Well	December 4 th	614 Well
November 16 th	599 Well	December 16 th	599 Well
November 29 th	591 Well	December 27 th	570 Well/State

Wastewater

- Wastewater samples for Annual Compliance were completed during November/December
- Winter weed mitigation to control vegetation growth in the spring
- New wall poured and finished pouring concrete for new stairs to access generator during wet/rainy days

- Derek made a new pond measuring tool to measure the free board on each pond per new SWRCB permit requirement
- Operators assisted Sycamore with the repair of their wastewater meter, that meters their flow into our system.

Capital Projects

Water

- New Building at the WTP is almost complete waiting for doors and final inspection
- WTP 3rd booster pump is completed and ready for use

Wastewater

- Pond rehab and rip rap completed in November.

Professional Services Contract

- Marre Weir
 - New grant identified to complete redesign
- Wastewater Treatment Plant Alternative
 - Presentation

IX. FINANCIAL STATEMENT

The Board Management Report for December 31, 2024 was presented by General Manager, Dwayne Chisam with the following highlights:

Cash and Reserve Funds as of December 31, 2024, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$78,824	\$374,788	\$137,374	\$6,006,404

X. PRODUCTION REPORT – The water mix for the year is 37% State Water 63% Well Water.

XI. BOARD MEMBER COMMENT – None

Adjourned to executive session 10:28 am

XII. EXECUTIVE SESSION – No reportable action

Closed Executive Session 11:28 am

XIII. ADJOURNED – 11:28 am

Proceeding reported by:
Shannon Santos, Administrative Accounting Manager
Respectfully Submitted,

Approved:


Michael Nordstrom, President


Robert Campbell, Secretary