

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

9:00 A.M. Friday, November 15, 2024

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board Vice President Marvin St. Pierre at 9:00 a.m.

Board Members Present: Marvin St. Pierre, Paul O'Malley, Bob Pusanik, Larry Bittner, Robert Campbell, and Rob Rossi (On phone)

Board Members Absent: Michael Nordstrom,

Staff Members Present: Dwayne Chisam, Shannon Santos

Consultants Present: None

Guests: Rossi Enterprises: Steve Rossi, Steve Rossi's son

II. PUBLIC/SHAREHOLDER COMMENT – Steve Rossi introduced his son. He attended our board meeting to see how a private company conducts a board meeting. This was for a government project for high school.

III. REVIEW and APPROVAL OF MINUTES –

- a. October 18, 2024, Regular Meeting Minutes - Motion to approve made by Larry Bittner, seconded by Bob Pusanik. Motion passed 5/0. Rob Rossi (on Phone) and Mike Nordstrom, absent.

IV. WASTEWATER ALTERNATIVES STUDY UPDATE – Heather Freed, Project Manager with Water Systems Consulting (WSC) did not attend the meeting. Discussion of first draft alternatives for 6-month timeline schedule and a completion date of mid-April. The regional stakeholder workshop meeting is scheduled for mid-December and in January 2025, they will present the preliminary draft recommendations for the wastewater alternatives.

V. DISCUSSION AND CONSIDERATION OF THE 2025 DRAFT BUDGET – Dwayne Chisam reviewed the power point presentation for proposed budget for 2025- Operations and Maintenance Budget, Capital Improvement Budget, Rates and Fee Schedule.

- a. Approved the 2025-Operations and Maintenance Budget as presented, motioned to approve Larry Bittner, seconded Bob Pusanik. Motion passed 6/0, Mike Nordstrom (Absent)
- b. Approved the 2025-Capital Improvement Budget. motioned to approve by Marvin St. Pierre, seconded by Rob Rossi (on phone). Motion passed 6/0, Mike Nordstrom (Absent)
- c. Approved the 2025-Rates and Fee Schedule with revision to Capital
Motioned to approve by Larry Bittner, seconded by Marvin St. Pierre, Bob Pusanik Abstained, 5/0 Mike Nordstrom (Absent)

VI. GENERAL MANAGER'S REPORT –

GM Report with the following highlights:

Administration

- Board Meeting Preparation
- Training
- Quarterly Taxes processed and paid
- Water Drought & Conservation Reporting
- Annual Water Usage Reporting

Operations Report

Water

- Water Sampling taken on October 8, 2024, for water quality compliance
- The tree inside the fencing at tanks 100/200 collapsed causing damage to the fence. Tree has been removed and fence will be replaced
- Water currently being delivered to San Miguelito Mutual Water Company customer is being supplied by Well 5A and Well 6A running 230 gpm.
- Indian Hill residence hired a plumber who broke SMMWC side of the waterline. Our O& M team quickly responded to the emergency and efficiently fixed the break. The resident reimbursed SMMWC for time and materials.

- Below are weekly hardness test results for October:

Test date	WTP (delivered)
October 2 nd	457 Well/State
October 16 th	487 Well/State
October 30 th	604 Well

Wastewater

- Pump at Lift Station #3 got packing redon
- Completed sludge pumping per the new WDR
- Wastewater samples for Annual Compliance were completed

Capital Projects

Water

- New Building Permit for Water Treatment Plant approved and issued.
- Booster station electrical partially installed, parts ordered, project 80% completed
- Pond Rehab rip, rap under out falls almost complete, will be finished by mid-November.
- Sludge levels established in ponds per the new permit requirements.

Other

- Ryan found a used tractor and will schedule an appointment to see it at the end of October.

Professional Services Contract

- Marre Weir
 - New grant identified to complete redesign
- Wastewater Treatment Plant Alternative
 - Agreement for consulting services with WSC has been fully executed

VII. FINANCIAL STATEMENT

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

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

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$12,861	\$371,323	\$114,206	\$5,950,246

VIII. PRODUCTION REPORT – The water mix for the year is 42% State Water 58% Well Water.

IX. BOARD MEMBER COMMENT – None

Adjourned to executive session 10:09 am

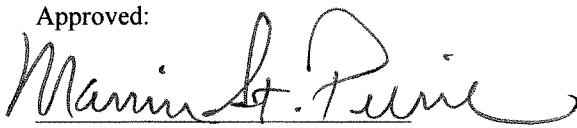
X. EXECUTIVE SESSION – No reportable action


Closed Executive Session 10:26 am

XI. ADJOURNED – 10:26 am

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

Approved:


Marvin St. Pierre, Vice President


Robert Campbell