

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

9:00 A.M. Friday, September 20, 2024

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board Vice President Michael Nordstrom at 9:01 a.m.

Board Members Present: Michael Nordstrom, Marvin St Pierre, Paul O'Malley, Bob Pusanik, Larry Bittner, and Rob Rossi, Robert Campbell

Staff Members Present: Dwayne Chisam, Michelle Koon, Cortney Savage, and Ryan Smith

Consultants Present: None

Guests: None

II. PUBLIC/SHAREHOLDER COMMENT – none

III. REVIEW and APPROVAL OF MINUTES –

- a. July 19, 2024, Regular Meeting Minutes - Motion to approve made by Marvin St. Pierre seconded by Larry Bittner. Motion passed 7/0.

IV. DISCUSSION AND CONSIDERATION OF WASTEWATER ALTERNATIVE REQUEST FOR PROPOSAL – Prior to the meeting, the Wastewater Alternatives Committee met and developed a recommendation for the Board, binders were distributed to all board members for review of the five bids submitted to SMMWC. Dwayne Chisam gave a brief review of the submitted proposals, mentioned the top two proposals, and how the committee concluded on Water Systems Consulting. Motion to approve and the committee agreed anonymously with the proposal. Motion made by Rob Rossi, seconded by Bob Pusanik.

V. GENERAL MANAGER'S REPORT –

August 2024

Administration

- Board Meeting Preparation
- Training
- Meter Change Out Notifications
- Water Drought & Conversation Reporting
- EPA Service Line Inventory

Operations Report

Water

- Water Sampling taken on August 15, 2024, for water quality compliance
- Harford road leak repair on line servicing tank 100 and 200.
- Current months TTHM numbers are low.
- Below are weekly hardness test results for February:

Test date	WTP (delivered)
August 1, 2024	501 Well/State
August 15, 2024	502 Well/State
August 31, 2024	355 Well/State

Wastewater

- New WDR requirements for July went well.
- Aerator #3 was replaced with a rebuilt one

Capital Projects

Water

- 19 New meters were installed in the Silver Oaks area
- Third booster pump installed at the water pump

Wastewater

- Replaced water tank at WWTP to service the laboratory and restrooms

Professional Services Contract

- Marre Weir
 - New grant identified to complete redesign
- Wastewater Treatment Plant Alternative
 - RFP's submitted overhead presentation

VI. FINANCIAL STATEMENT

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

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

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$41,647	\$366,805	\$40,017	\$5,815,526

VII. PRODUCTION REPORT – The water mix for the year is 44% State Water 56% Well Water.

VIII. BOARD MEMBER COMMENT – Requested introduction of new staff member, Cortney Savage. Dwayne Chisam provided a brief introduction of Cortney Savage and that she was in training with Michelle Koon until mid-October. Michelle Koon will remain a staff member providing consulting services remotely for a few months following her departure to ensure a smooth transition.

Adjourned to executive session 10:08 am

IX. EXECUTIVE SESSION – No reportable action

Closed Executive Session 10:33 am

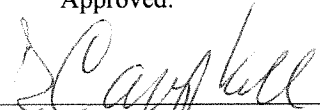
X. ADJOURNED – 10:34 am

Proceeding reported by:
Cortney Savage, Administrative Services Manager

Respectfully Submitted,


Michael Nordstrom, President

Approved:


Robert Campbell, Secretary