



# Howell Mountain Mutual Water Company

## Howell Mountain Mutual Water Company Board Meeting Minutes

### ZOOM Meeting of the Board of Directors Wednesday, February 24, 2021

6:30 p.m.

**Call to Order:** 6:36 p.m.

**Frank Dotzler**

- Board Members Present: Frank Dotzler, Dave Wesner, Nikki Callnan, Maurice Helmer, Jesse Clifton
- Board Members Absent: Craig Cazet, Kevin Dennis
- Employees Present: Tanner Hiers, Shannon Damonte
- Community Members Present: None

**Approval of Agenda:**

**All Board Members**

- Jesse moved to approve the Agenda; Dave second - 5 ayes

**Approval of January 27, 2021 Minutes:**

- Dave moved to approve the January 27, 2021 Minutes; Jesse second - 5 ayes

**Board/Employee Use of Watershed:**

**Frank Dotzler**

- Tanner created an Accident Waiver and Release of Liability, and a Watershed Volunteer list of expectations and rules.
- Dave moved to approve the Release of Liability and Watershed Volunteer list of expectations and rules. Maurice second - all were in favor - 5 ayes

**2021 Board Elections**

**Nikki Callnan/  
Dave Wesner**

- Frank, Maurice and Kevin's terms are ending in 2021.
- Maynard Logan decided to not run for office. Craig Becker, our customer on Mund Road is interested in running for office. The Board approved and Shannon will send him the application tomorrow.
- The timeline for the ballots: mail out on March 1 - March 2 and they will be due on March 22 giving people two weeks to return them. Dave and Nikki will then count them. The results will be announced at the Annual Meeting.

## Annual Meeting

All Board Members

- March 31, 2021. It will be determined closer to the date whether it will be another Zoom meeting or at the office.

## January 2021 Financial Reports:

Shannon Damonte

- Financial Reports were provided. There is not much to report. It is an accurate representation of the budget as the budget was entered knowing the figures for January. Depreciation did go down about \$1000 a month.
- We discovered a few minor changes that need to be made in the budget so in April we will do a quarterly re-balance.
- Maurice moved to approve the January Financial Report; Jesse second – 5 ayes

## Report on Operations:

Tanner Hiers

### Water Treatment Plant:

- We received our advanced jar testing UVA Meter.
- We had a problem with floc carry-over. It was dialed it and fixed by slowing the gpm, increasing detention time, slowing the flocculator, increasing the flash mixer speed and changing the coagulation dosage.

### Distribution:

- Edgemont (final task of Sunset Project): Hoping to get on this task next month depending on weather and contractor availability.
- Sunnyside/Mund/Community Hall: we installed a 1" meter upgrade, a warthead and replaced a meter manifold on Sunnyside. We still need to replace a 20' pipe on Mund with Dennis Watson's help. We had a leak on Community Hall Lane that was 8 gpm which we fixed with a band. We eventually need to replace the manifold on Community Hall Lane.
- Working on a flushing schedule to improve water quality. Unidirectional flushing is ideal. Also, we are working on Distribution Mapping and Valve logs/books.

### Watershed:

- We are currently at 53% of Raw Storage which is 107,824,096 gallons. Maximum is 230,931,000 gallons. In 2020, we produced 34,263,759 gallons and sold 32,046,041 gallons with unaccounted losses being 2,217,718. Unaccounted losses include backwashing, instrument waste, flushing, glass fire losses, leaks, etc.
- The Konocti crews will be coming Thursday and Friday. They are a great asset in cleaning up the watershed esp after the fire.

### MISC:

- **New Connection Information Packet:** Should we offer upcharge for BF for new connections or request a down payment? -No, that would not be necessary. We are looking at 6 new connections which would be \$53,000.

- **Request for Public Assistance (RPA) FEMA/CalOES:** Our request for Public Assistance was approved. Our representative will be coming tomorrow at 1pm to do an exploratory call which is the next step.
- **New Employee:** We have hired a new OIT who will be starting on March 17<sup>th</sup>. We are still recruiting so that in the event that Jay moves on we will have a pool of potential prospects.
- **Insurance:** renewing in April. We need to find out if there is a different type of policy to include the distribution system. Talk to the broker to find other options. Also, research what insurance other small systems are using. There was some discussion regarding this issue.
- **Hydrant Visibility:** Hydrant visibility was brought up and discussed. Painting them was a suggestion. It was noted that there are blue buttons epoxied on the street by hydrants which may have been done by Angwin FD

**Confirm Future Meetings:** ANNUAL MEETING - Wednesday, February 24, 2021, 6:30 p.m. Zoom or in person to be determined.

**Respectfully submitted by: Shannon Damonte**