



Howell Mountain Mutual Water Company

Board Meeting Minutes Wednesday, April 27, 2022

Located at the HMMWCO Office - 1100 Friesen Drive, Angwin, CA 94508

Call to Order: 6:33 pm

Frank Dotzler

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

Approval of Agenda:

All Board Members

- Jesse moved to approve the Agenda; Craig seconded - 6 ayes

Approval March 30, 2022 Minutes:

All Board Members

- Dave moved to approve the March 30, 2022 Minutes; Jesse seconded - 6 ayes

March 2022 Financial Reports:

Tanner Hiers

- Financial Reports were provided.
- March 2022 - Income was over projected budget by \$1,725 for the month and \$7,174 for the year. General and Admin expenses were over projected budget by \$866 for the month and under \$526 for the year. Operating expenses were over projected budget by \$6,553 for the month and over \$1,945 for the year.
- Treatment Plant production meter was budgeted in for June and we had to put a \$5,743 deposit down.
- Business consultant for the Diversion Reports was also budgeted into the wrong month as they changed the date that they were due.
- Board would like Shannon to look into the Payroll Tax difference between the budgeted and actual.
- State Loan (\$40,000) was paid on 3/22/22 and Liability Insurance (\$14,518) was paid on 3/30/22.

Approval of the March 2022 Financial Reports:

- Dave moved to approve March 2022 Financial Reports; Craig seconded - 6 ayes

Procurement Policy:

Tanner Hiers

- Tanner explained that we changed the Formal Bidding Process thresholds to match the state and federal requirements for the bidding process to \$99,100-State, \$250,000 - Federal which need 3 quotes and Board approval and \$10,000 for micro purchases and 1 bid.

- The Board wanted the new version of the Procurement Polity to be e-mailed to them.
- **This topic was tabled until next month.**

Customer Communications: NONE

Tanner Hiers

Report on Operations:

Tanner Hiers

- **TTHM Removal:** The new system will be here in June or July. The engineer needs to complete the drawings. Tanner will call them to see where they are at with that.
- **1998 Chevy work truck:** The old work truck needs a new engine and transmission. We took it to OK tire and Sean gave us a \$20,000 quote. The Board feels that we have already spent too much on the old truck. They discussed purchasing a Certified Pre-Owned (possibly smaller) truck with financing options. The Board would like to see some quotes before we pursue this.
- **Monthly Lake Levels:** The levels are at 83% capacity (192 million gallons).
- **Sanitary Survey:** Hasn't been done since 2017. It is a report on the watershed health and likelihood of contamination.
- **Meter from No-Name to Cooksley:** This needs to be done before long-term storage in Cooksley.
- **Maintenance of Fire Hydrants:** Maintenance, painting and valve exercising should be completed this year.
- **County is dealing with the issues of domestic wells and drought issues.**
- **Board brought up getting the generators serviced before fire season. Tanner will tell Shannon to set up a service for them.**

Public Comments: NONE

Meeting adjourned at 7:45 pm.

Confirm Future Meetings: Next Meeting - Wednesday, May 25, 2022, 6:30 pm
**** Currently scheduled to be at HMMWC Office, unless something changes. ****

Minutes taken by: Nikki Callnan

Respectfully submitted by: Shannon Damonte