



Howell Mountain Mutual Water Company

Board Meeting Minutes Wednesday, May 25, 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, Nikki Callnan, Maurice Helmer, Jesse Clifton, Craig Cazet, Greg Desmond
- Board Members Absent: Dave Wesner
- Employees Present: Tanner Hiers, Shannon Damonte
- Community Members Present: None

Approval of Agenda:

All Board Members

- Jesse moved to approve the Agenda; Greg seconded – 6 ayes

Approval April 17, 2022 Minutes:

All Board Members

- Jesse moved to approve the April 17, 2022 Minutes; Craig seconded – 6 ayes

April 2022 Financial Reports:

Shannon Damonte

- Financial Reports were provided.
- April 2022 - Income was over projected budget by \$732 for the month and under \$6,442 for the year. General and Admin expenses were under projected budget by \$2,977 for the month and over \$3,503 for the year. Operating expenses were over projected budget by \$374 for the month and over \$2,319 for the year.
- Treatment Plant production meter was budgeted in for June and we had to put a \$5,743 deposit down.
- Payroll Tax difference between the budgeted and actual- For March there were 3 pay periods. Still a little over budget for Jan-April by \$627.44.

Approval of the April 2022 Financial Reports:

- Maurice moved to approve April 2022 Financial Reports; Jesse seconded – 6 ayes

MISC Administrative:

Shannon Damonte

- **Cal Rural Convention** – Was very informative. There were a lot of good classes and I met with many water professionals.
- **Cal Rural** is doing free leak detection survey's so I have contacted them to see about them coming out and doing one.
- **Generator Service** – I have scheduled Jonas to come out and service our 3 generators on June 22. They need to order kits for the services.

- **FEMA** – It looks like we will be getting another \$7519.72 from the Glass Fire Damages. This is due to the federal cost share that has increased from 75% to 90%.
- **Angwin Flea Market** – Tanner and I set up and information table at the flea market. We only had two weeks to prepare for it but were able to get magnets made with our name and number on them as well as water saving tips magnets. We also gave out kids coloring books, coloring crayons, water story pamphlets and gave out free donuts and water. We met several of our customers and answered questions. This was a very positive experience and we should definitely do it again next year. Hopefully we can have a little more time to prepare for it next year.
- **Multi-Jurisdictional Hazard Mitigation Plan** – This will need to be updated in 2025. This may cost something -but I don't know what that will be at this time. It must be updated every five years to remain in compliance with federal mitigation grant conditions. We got notified by Napa County that we need to send them a "letter of commitment." The Board agreed that we will need to be part of the Napa County Multi-Jurisdictional Hazard Mitigation Plan and gave their consent to send them the letter of commitment.

Procurement Policy:

Tanner Hiers

- Tanner provided the Board with a Summary of the Procurement Policy, outlining and abbreviating each of the 18 sections. He went through each summary.
- **Greg made a motion to accept and approve the Procurement Policy; Craig seconded – 6 ayes**

Customer Communications: NONE

Shannon Damonte

Report on Operations:

Tanner Hiers

- **TTHM Removal:** The new system is on the way.
- **Drought Contingency Plan:** We will wait until we are at 65% to start the Drought Contingency Plan – Stage 1. This will be mostly public information and requesting voluntary conservation.
- **New Work Truck:** We are looking into a new work truck. Toyota or Ford? Something better on gas. We are thinking 8-9k for a down payment. It makes more sense to purchase a new one rather than a certified pre-owned as there is good financing pricing right now. The problem will be finding one in stock. We will be looking into it further and will send the Board 4 quotes.
- **Monthly Lake Levels:** The levels are at 78% capacity (on March 25th). We are doing ok but if there is no rain this winter we will be in trouble in two years. Much of CA is in much worse shape than we are at this time. The lowest we got was 18% in the fall of 2021. Below are the percentages for the last 6 years.
 - 2021-46%
 - 2020-80%
 - 2019-100%
 - 2018-90%
 - 2017-97%
 - 2016-97%
- Greg has been looking into the Use Permit(s) from the county. It is quite lengthy but there definitely is one and there is a lot of other stuff pertaining to it. He will e-mail Shannon a copy of what he has.

Public Comments: NONE

Meeting adjourned at 7:45 pm.

Confirm Future Meetings: Next Meeting – Wednesday, June 22, 2022, 6:30 pm

Respectfully submitted by: Shannon Damonte