



Howell Mountain Mutual Water Company

Board Meeting Minutes Wednesday, June 21, 2023

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

Call to Order: 6:37 pm

Frank Dotzler

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

Approval of Agenda:

All Board Members

- Greg moved to approve the Agenda; Jesse seconded – 5 ayes

Approval of May 24, 2023, Minutes:

All Board Members

- Jesse moved to approve the May 24, 2023 Minutes; Greg seconded – 5 ayes

Public Comments: None

May 2023 Financial Reports:

Shannon Damonte

- Financial Reports were provided. It was discovered that there was an error on the financial reports and Shannon will correct the error and submit it at the next board meeting.

Approval of the May 2023 Financial Reports:

- This was tabled until next meeting when the errors are corrected.

Customer Communications:

Shannon Damonte

- Several customers communicated to me that they thought we should give them a credit for the E.coli situation as they had to buy water, had to boil their water and it was “unpotable.” I told them I would ask the Board.
- The Board was in agreement that it was not possible to give everyone a credit for this issue.

Report on Operations:

Tanner Hiers

- **False Positive E.coli Issue:** We got the results of the two positive hits of E.coli on Monday, June 12th. Those samples were sent to the lab on Thursday, June 8th. We immediately followed the Bacteriological Sampling Plan and sent in 8 more samples per the requirement (the original sample site and 3 surrounding samples). We prepared boil water notices and as per the state requirement went door to door until midnight. The samples taken on Monday all came back negative but as an extra precaution we sent out two more samples on Wednesday which also came back negative. As far as compliance we did everything by the book. There was chlorine residual in the system, and will kill viruses and bacteria of which E.coli is. UVA/UVT was normal from all sample locations. It is not likely that the lab made a mistake.

The contamination of the sample was most likely negligence on the operator's part. You cannot touch the cap or threads, breath on it, you have to disinfect where you are testing from thoroughly and you need to wear gloves (which he was not). He neglected to take a chlorine sample before testing which is mandatory when sampling.

Corrective actions will include: an Internal Incident Report, more documented training, employee will only be allowed to do raw water testing and likely be on a probation period. If we are not 100% sure the employee has the necessary abilities, we will have to do something about it. Tanner agrees.

- **THM Removal System:** We sent the control panel this week. There is a turnaround time of 4-8 weeks. The supply chain is much better now. Tanner talked to the company who is re-wiring it. He told them our situation and is hoping they can expedite it. There was discussion about the issues we have been having, and the ramifications of it taking so long. It was suggested that Tanner perhaps ask Guy Schott to send them an e-mail or something to help convey the message of the importance of expediting this. Unfortunately, the company we purchased the equipment from was bought out by a much larger company, and we appear to have slipped through the cracks and our Project Manager has not been able to manage our project very efficiently and effectively at all. When it is all said and done we will have this project finished before the end of the year and hopefully before our September quarterly testing for THM's.
- **Deer Park Pipeline Replacement:** The contract is now signed. Tanner will send the Board the contract so they will have the information before next meeting so they can discuss it then.
- **Watershed:** The roads have been graded and cleared and the trees on the Dam have been cleared. CALFIRE has been here 3 or 4 times and will be coming as much as they can. It looks a lot better out there.
- **DPK Tank:** Tanner got a quote for re-lining the DPK Tank and it was an astronomical \$228,000. He was expecting somewhere around \$30,000. It is a 78,000 gallon concrete tank. There was some discussion about other possibilities.
- **Distribution:** On July 7th we will be having an asphalt company come out and repair 5 spots on SKY/BRK/CLG that we have had to do repairs and cold patched.
- **Cross Connection Control Program:** CA has never detailed or enforced a Cross Connection Control Program like other states such as OR which has a very strict one. The goal is to get ahead of the game as the State will be creating a guideline. We need to start with a survey. Tanner provided a sample survey. If customer's do not send back the survey, they will be charged \$50, and we will have to send out a Cross Connection Specialist to review their property. We will have to figure out how strict HMMW wants to be and how we would go about setting up the policy. Such as everyone on a septic system (which is everyone on our system), have a tank on property, wet draft hydrant on property, hot tub, pool, etc. is required to have a Back Flow Device. Right now, we only require one if there is a well on the property. We don't own them, and Tanner tests them. We charge the customer \$3.75 a month for this. Back Flow devices are not cheap. They are around \$500 and with the cost of installation maybe \$1000.

Notification of Members:

Shannon Damonte

- Although the state mandates that a Tier 1 violation requires door to door notification, we need to do secondary notifications as the door to door was very time consuming and our customers were upset they weren't notified of the E.coli sooner. Going forward we will notify all of the customers via e-mail (that we have e-mail addresses for) and get a telephone notification system set up so in the future we can inform our customers of important issues in a more timely fashion - in addition to the state door to door notifications.

Rate Increases:

- It has been many years since HMMWC has had a rate increase of any kind. Shannon will look into how long ago it has been and report back to the Board at the next meeting.
- The question is, how much will we need to increase rates to generate enough funds to do capital improvements? Would we have to triple rates to have enough?
- It is important to consider a rate increase for inflation. All of our costs are rising. Everything from Dam fees to chemicals and everything in between.
- There was some discussion about getting grants or funds from Napa County. It was suggested that perhaps the Board talk with Supervisor Anne Cottrell, Bill Dodd and Mike Thompson.
- The Board will continue to discuss this item in future meetings. Shannon will research different Rate Structures from the following systems: St. Helena, Calistoga, Cobb, Middletown, Berryessa Estates, Napa and Vets Home. She will also get the last 3 years of sales for water alone.

Confirm Future Meetings:

- **Next Meeting – Wednesday, June 21, 2023, 6:30 pm**

Meeting adjourned at 8:20 pm.

Respectfully submitted by: Shannon Damonte