



Howell Mountain Mutual Water Company

Howell Mountain Mutual Water Company Board Meeting Minutes

Wednesday, November 17, 2021

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

Call to Order: 6:30 pm

Frank Dotzler

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

Resignation of Craig Becker:

- The Board received a resignation notification from Craig Becker today via e-mail. It is as follows:

Hi Board,

Effective today I am resigning from the board of HMMWC. I don't think that I can make an impact with the direction the board is headed and have limited time between my business and travel responsibilities.

Thank you for my consideration.

Best,

Craig Becker

The Board accepted the above resignation and Shannon will send a response e-mail on our behalf.

- It was decided that with the election in the near future (March 2022), it would be best to fill three positions rather than trying to appoint someone now to take Craig Becker's place.

Approval of Agenda:

All Board Members

- Dave moved to approve the Agenda (with the additions of Parking Lot & Employee Insurance);
Jesse second - 5 ayes

Approval October 27, 2021 Minutes:

All Board Members

- Dave moved to approve the October 27, 2021 Minutes; Nikki second - 5 ayes

Customer Communications: NONE

Public Comments: NONE

October 2021 Financial Reports:**Shannon Damonte**

- Financial Reports were provided. Income was over projected budget by \$600 for the month and over \$24,036 for the year. General and Admin expenses were under projected budget by \$715 for the month and under \$2,191 for the year. Operating expenses were over projected budget by \$1,282 for the month and under \$37,155 for the year.
- Transferred \$35,000 to savings account on 10/01/21 – FEMA Funds.
Transferred \$30,000 to savings account on 10/12/21
(\$100,000 has been added to the savings account since January 1st 2021.)

Approval of the October 2021 Financial Reports:

- Maurice moved to approve the October Financial Report; Dave second – 5 ayes

Past Issue with Parking Lot at Plant: Addition to Agenda**Jesse Clifton**

- Jesse acknowledged that Dick Crain had brought up this issue in a prior meeting and wanted to get clarification of whether the Board was going to take an action or not regarding this issue. The issue was the use of others in turning around in the parking lot and should we use bollards and chain off the parking lot and make a division between it and the road. Also, the use of speed bumps to slow down traffic going by the plant. Shannon and Tanner noted that there has been a lot less traffic and usage in the parking lot since Davis Vineyard at the end of Friesen Dr. has mostly been completed. The main use of the parking lot was by CalFire in 2020 and during the construction of Davis Vineyard by Pina Vnyd Mgmt. in 2020-2021. The Board has concluded that there will be no action and to leave as is unless it becomes a problem in the future.

Employee Health Insurance: Addition to Agenda**Shannon Damonte**

- Shannon wanted to ask about the possibility of Tanner going up to the next level of Health Insurance as his wife is expecting. It will not be a large financial increase for the company. The Board will discuss this further in closed session.

Nominating Committee:**All Board Members**

- Nikki was nominated to be on the Nominating Committee as well as Craig Cazet (who is not in attendance at this meeting). Dave and Jesse's terms will be up in 2022. We also need to fill the position of Craig Becker. We will need at least 4 potential nominees.

Report on Operations/TTHM Issue:**Tanner Hiers**

- **TTHM's:** PAX Powervent and Aeration system. Tanner met with the contractor and got an informal bid which was a lot higher than he anticipated to install the aerator and ventilation system. It was \$80,000 and was twice as much as Tanner was expecting. The higher cost is due to a Dive Team, Confined Space Entry Team, Electrician and Renting a Crane and Boom. At this time it is hard to find contractors and they are all expensive. Tanner has asked for an Itemized Bid/Quote so they can possibly try and get the construction costs down closer to \$50,000. Once Tanner gets the itemized quote, he will then e-mail the board.

They will not charge us to insure the % rate of TTHM reduction as they are extremely confident in their assessment of the rate of TTHM reduction. On their original quote it was stated a 50% reduction, on their model it was a 80% reduction and they verbally gave Tanner a 60-65% reduction rate.

- **Cooksley:** We still need a measuring device in the trench from No-Name to Cooksley for the diversion reporting as Cooksley is only filled with rainwater in the watershed and by the trench so we need to keep track of how much is from No-Name for reporting purposes. As of now we are emptying Cooksley into Deer. Eventually, Tanner would like to do the diversion reporting that Wagner & Bonsignor have been doing for many years.

- **Backflow Testing:** Backflow testing is due at the end of the year. Tanner will be doing it as he has his certification and we will save money by not having to contract it out.
- **Deer Park Tank:** We have been manually filling the Deer Park Tank as we are having PRV issues. It was not reducing when tank wasn't filling. We are waiting for a replacement Pilot Valve to repair it. They are CLA Valves but with Wilkens PRV. All of these valves really need Repair Maintenance Kits installed every three years. Tanner's goal is to start a valve maintenance program in the near future. Also, the Missions Control RTH radio chip is failing so we get calls several times a day stating that communications were lost, and then restored. They have sent us a new chip several times and each time the chip is faulty or incorrect. They are stating that we will probably have to upgrade the system in the near future, but it will be about \$4K. We will probably have to look into upgrading it next year.
- **Jay Greenwood Last Day of Employment:** Jay's last day will be next Wednesday November 24th. We have a new operator, Colby Olson, who will be starting December 1st. In the meantime, Shannon will be shift supervisor on Monday/Tuesday while Tanner has his days off as both of the operators do not have their Distribution licenses.
- **Napa County Department of Environmental Management:** Their inspector will be doing an on-site visit the first week of December. They come every three years. They will want to see all of the training logs for the past three years as well as our chemical storage facility, etc...
- **Unaccounted Losses:** Tanner is still working on the Production Meter acquisition. The Cal-Rural circuit rider will come and give his insight on the process and actual meters. With delays in getting supplies it might not be until the end of January until we are able to get one.
- **Drought:** Regarding the Moratorium - there was no definition on Water Rights in the By-laws. We will take it case by case in the future while in a drought situation. Hopefully, as soon as the lakes fill and the moratorium is lifted, this won't be an issue

Regular Meeting adjourned and Closed Session went into session at 7:44 pm.

Confirm Future Meetings: Next Meeting - Wednesday, December 15, 2021, 6:30 pm

Respectfully submitted by: Shannon Damonte