

New Avenue Mutual Water Company
Minutes of the Board of Director's Meeting
Held at the residence of Jae Schwartz
April 24, 2014
newavemutualwater.com

Board Member	In Attendance?	Office #	Best #	Home/email #
Jim Armstrong	Yes		408-202-3509	armstron@repteam.com
Dave Biasotti	Yes		408-309-1726	408-848-5717 dbiasotti@verizon.net
Tim Burke	Yes	408-924-7555	408-848-2022	408-310-9703 timandrose@earthlink.net
Joe Cardinalli	Yes	408-847-6394	408-832-8902	408-847-6394 jmcardinalli@gmail.com
Mike DiPietro	Yes	408-391-5094	408-391-5094	408-842-4499 mikedi Pietro@aol.com
Alan Heinzen	Yes		404-422-1548	408-848-2116 alan@heinzen.com
Jae Schwartz	Yes		408-892-2887	408-847-4919 jae1@aol.com

The meeting was called to order at 7:09 p.m. by the president, Mike DiPietro.

1. **Reading of the minutes:** The minutes of the March meeting were read and approved.
2. **Well 3 updates:**
 - a. Jae stated that his neighbor, Mike Duzay (**verify**) works for PG&E. Mike contacted Michelle Gall (Project Manager PG&E- 308 Stockton Ave, San Jose, 95126 Office: 408-299-9524) who informed him that the pole installation was delayed because the original contractors quit.
Board discussion of the PGE contract and price.
 - b. PGE's scheduled pole installation date to be moved to late April.
 - c. No word on Health Department permit. Has the permit been issued and what is the cost?
 - d. Chappell to begin installation of Well 3 pump (4/25)
3. **Maintenance:** Alan Heinzen
 - a. **Excessive chlorine levels @Bridle Path Dr.:** Culprit appears to be a broken check valve at Well 1 (slipping).
Goal: inspect, clean & rebuild the pump and replace the check valve. Priority is to complete Well 3 project first.
 - b. **Review of Steve Keen's Maintenance report:**
 - Water sold 74%.
 - White: residence in two locations; one water meter reading. Readings combined?
 - **Pump Output: Well #1 141-145 GPM Well #2 192-200 GPM.**
 - c. **Upper Butch Tank:**
Complaints about road/cattle. Power pole leaning. Goal: inspect, replace pole, guy wire, check fencing.
 - d. **Two meter repairs or replacements** needed. Camacho's has not been fixed.
 - e. **Meter on Well 3:** PVC flange to avoid rust. Chappell will install. Cost estimate = \$3K
4. **Financial Report:** Jim Armstrong
 - a. Financial Report
 - Chase Checking \$ 58K
 - Chase MM \$ 208,K
 - b. **Discussion:** Water company's nonprofit status. Mike to investigate.
 - c. **Arrears Report:** Everyone has paid except Rosendahl (2540 Bridle Path Dr). Helen to have Steve shut water off as she hasn't been able to reach anyone. Ten day notice has been sent with water bill and no response.
 - d. Board discussions:
 - To arrange a Compilation and Review (audit) by a CPA.
 - Brown Act requirements for meeting announcements.

Cost projection Worksheet: Well 3

Paid as of Sept. 19, 2013 **\$105,559.50**
Adjustments (below): Estimates as of 2/20/2014 **+ \$115,160.00**
Estimated final cost: **\$220,719.50**

Contractor or Project	Cost Estimate	Comments	Status	Payment
PGE: Poles, placement, wiring, power	\$37,000	Additional pole at well with electrical meter. Job completion date?		
Chappell Pump: 60hp submersible (Jan. 2014 estimate). Control panel (Feb. 2014 estimate). Well 3 water meter and installation (April 2014 est.)	32,000 5,160 3,000	Invoiced?		
Piping, trenching to street, valve(s) installation, patching	4,500	Determine contractors 3 street valves		
Fencing/Landscaping trees to Hruby (install) clean up	7,500	Determine contractors		
Chlorinators & installation (2 for backup)	4,000			
CDPH Health Permits/fees/Forest. Feb. 21.	10,000	\$9K, Health Permit		
Control wire overhead	2,000			
MJR Electrical, permit, mount meter.	10,000	Meter placement & pole \$10K		
Well1: inspect pump & repair check valve Other costs: blueprints, final tests		Need estimate		
TOTALS	115,160			

5. Secretary Report/Water Quality: Tim Burke

- a. ASM scheduled for June 5. Joe to provide projector for power point presentations. Presentations to Alan.
- b. Department of Public Health: Steve K. needs to be specific on the maintenance reports with CDPH items.
- c. Water samples must be taken in the three zones; Steve K. needs up-stream, down-stream addresses
- d. Letter to Calif. Dept. of Public Health indicating that tests have been done.

6. Parking Lot Items

Date	Who	Action	Status
On-going	Maint	Rent emergency generators to power the well pumps and/or booster pumps. Rewire panels to allow for quick connect.	New well will have appropriate generator connection.
On-going 12/11/08 11/05/09	Alan	Preliminary cost estimate for the installation of 100K tank. See 11/15/07 minutes	Discuss with Peter F. Feasibility, cost, engineering, and permits. Board discussed smaller tanks in increments.
On-going 3/04/10		Investigate the Great Oaks vs. SCVWD lawsuit.	Ongoing
1/23/10 4/24/14	Maint	Pipe corrosion from chlorine injectors. Excess Cl2 in system: Bridle Path faulty check valve @ Well 1	Discuss with S. Keen.

7. Action Items

Date	Who	Action	Status
6/08/09 to 6/20/13	Dave	New and approved By-laws to be recorded	Approved. Investigate the process.
On-going	Jim/ Alan	Hydrant replacement/upgrade. Hydrant barriers. Upgrade non-shutoff valves on hydrants. Extra meters and/or gate valves needed.	Annual maintenance. Goal: 2 /year.
1/23/14 2/20/14 4/20/14	ALL	California Department of Public Health compliance letter. Cross connection survey to be sent to Shareholders. Done. Need results tabulated.	Finances Done . Mike to draft letter. Letter to shareholders. Mike to request extension. CPA analysis in 2008 Done . Three zones. Discuss with Keen Done /screens, sample bibs/hatches asbestos. Paint tanks. Cross Connection Survey w/ November bills. Increase water tests/add asbestos. Done
4/24/14	Board	Third Well Progress Contracts signed. PGEs schedule? Board to estimate final costs	25K expenditure to Dufur./ easement agreements /R. Hurby Done costs from PGE. Water tests and application to CDPH Done Board to estimate costs
10/17/13	All	Review S. Keen's contract. Have maintenance check for leaks during inspections.	In progress. Andy retires.
4/24/14	Maint	Sedigh meter (10440 Duke). Carrera repaired, then replaced. Zero usage Camacho meter.	Jim to estimate water cost/meter cost and send letter to homeowner.
12/13	ALL	AB54 Training: Request for web site address/dates of the training session.	Jae has taken class
4/24/14	Chappell	Test water level both wells. clean/inspect submersible pump at Well 1.	When Well 3 is completed. Levels tested quarterly
4/24/14	Maint	Upper Butch Tank. Pole leaning, Cattle, Road	Straighten or replace pole

8. Next Meeting

The next meeting is scheduled for May 20, 2014.
To be held at the residence of Jim Armstrong

9. Adjournment:

The President, Mike DiPietro, adjourned the meeting at 8:21 pm.

Minutes respectfully submitted by:

Timothy Burke
Secretary, Board of Directors
New Avenue Mutual Water Company