

**New Avenue Mutual Water Company**  
**Minutes of the Board of Director's Meeting**  
**Held at the residence of Mike DiPietro**  
**February 18, 2016**  
newavemutualwater.com

Board Member	In Attendance?	Office #	Best #	Home/email #
Jim Armstrong	Yes		408-202-3509	<a href="mailto:jarmstrong9508@gmail.com">jarmstrong9508@gmail.com</a>
Dave Biasotti	No		408-309-1726	408-848-5717 <a href="mailto:dbiasotti@verizon.net">dbiasotti@verizon.net</a>
Tim Burke	Yes	408-924-7555	408-848-2022	408-310-9703 <a href="mailto:timoteo10900@gmail.com">timoteo10900@gmail.com</a>
Joe Cardinali	Yes	408-847-6394	408-832-8902	408-847-6394 <a href="mailto:jmcardinali@gmail.com">jmcardinali@gmail.com</a>
Mike DiPietro	Yes	408-391-5094	408-391-5094	408-842-4499 <a href="mailto:mikedi Pietro@aol.com">mikedi Pietro@aol.com</a>
Alan Heinzen	Yes		404-422-1548	408-848-2116 <a href="mailto:alan@heinzen.com">alan@heinzen.com</a>
Jae Schwartz	Yes		408-892-2887	408-847-4919 <a href="mailto:jae1@aol.com">jae1@aol.com</a>

The meeting was called to order at 7:05 p.m. by the president, Mike DiPietro.

1. **Review of the Minutes:** The minutes of the January 21, 2016 meeting were reviewed and approved.
2. **Financial Summary: Jim Armstrong**
  - Checking: \$ 98,200
  - Chase \$133,000
  - Accounting Software Update:** Helen Penn uses a program from "AME" (company located in San Diego) which is convertible to standard accounting software.
3. **Road Committee & Bylaws discussion:**
  - a. **Are billing addresses correct:** Jim said some addresses on the road list were vacant lots. Billing addresses are water connections. Some residents live outside the community. All users are being billed.
  - b. Insure new residents receive copy of water company by-laws at purchase.  
By-laws are available online and should be recorded with the county.  
Jim to check with county recorder. Mike to consult with local realtor.
  - c. **Company document storage and destruction:** Mike recommended destruction after six years. Tim said some of the documents have local historical value (George Day, Steve Malone, Rudy Melone).
4. **Maintenance: Alan Heinzen:**
  - a. **Upper Butch Leak:** Still looking for a contractor.
  - b. **Steve Keen's Report:** (Jan. 8 to Jan. 31, 2016):
    - Chlorine residual 0.5mg/l.
    - Well 3 pumps 296 -300 gallons per minute. Well 1 and Well 2 are off.
    - **Usage: Sold: 76.2%**  
**Gallons lost Feb = 353,344.**  
**Static Levels Well 1:** 110 feet. Level moves with rainfall.
  - c. **Discussion: 25% water loss.** Leaks, theft, meter slippage.
  - d. **Upgrade of Digital Controls:**
    - Alan recommends recently purchased digital meters received by Dave be installed at Heinzen and DiPietro residences. Replace all meters. Who will pay?
    - **Digital Controls Proposal:** Master control at Well3 to balance water pressure throughout the three tracts. Water system information and warnings accessible through phone, or website. Planned by intern. Hardware and software change/plans/labor (MGR) would cost \$10K (estimate).  
Mike made the motion to approve the expenditure. Passed
  - e. **Hydrant on Duke:** OK'd for homeowner (Neunzig).
  - f. **Upper Butch Drive Leaning pole.** Still leaning.

## 5. Pending Maintenance and Project Review 2/18/2016

5. Pending Maintenance and Project Review 2/18/2016					Budget	Status
Well 1 and Well 2	Gate @ Well 1.	Customer asks for gate @ W2 to deter traffic.	Landscape PGE poles. Oak trees from Dufur.	Base rock road to Well 2 on hold.	Budget \$15K	Planning
Well 3 Master Control	Well 3 will run from W1 and W2 hardware	Still working on controls, Pump saver error messg.	Master Controls to balance system.	Digital controls / system information accessible by phone or web.	Budget \$10K	working
Booster Pump to Howell Ln.	Spare in stock. Where's backup pump located?	Concrete slab.			Budget \$4K	Done
Butch Tanks	Road to upper Butch cleaned.	Leaning pole.	Contacted Verizon	Talk to Ishmali	Budget \$1K	
Upper Butch Leak	Leak Detector: recommends new street valve. Need a contractor. See above.			Homeowner's gate valves replaced	Budget \$9K	In progress
L. Butch Booster Pump	Replaced Pump @\$750. Need retaining wall and fencing			Need backup pump.		Done
Meter Tests	Check for meter slippage. Test meters in-line. Add more meters. Move test to Carnes/Sedigh/Gamboa. Purchase of Digital meters to test. See 4a. above.			Steve to move meters. Carnes says O.K.	Budget \$3K	Slippage 4% average
Digital Meters	Test at two locations. 100K for entire system. Who pays.					
	Total Estimated Budget				\$46K	

## 6. Secretary's Report: Tim Burke.

a. **Bacteriological Report:** Chlorine residual .5mg/l. Has CM Analytical bill been paid?

b. **Working: update map. Who is De la Garza, Gilbert Roman?**

c. **Department of Public Health, Water Services Division web site:** Tim to decipher.

d. **Job Applicant:**

Greg Ange: 10960 New Avenue: (Tim's neighbor) is interested in working with a water company.

Has a degree from SJSU in Communications; has taken all classes in water quality (required by Gavilan College) for water treatment certification. Board requests a resumé.

7. **Webmaster:** Joe Cardinalli Is working on updating the website.

## 8. Action Items

Date	Who	Action	Status
6/08/09 to 2/18/16	Dave	New and approved By-laws to be recorded	Approved. Investigate the process.
11/20/14	Maint	Hydrant replacement/upgrade. Hydrant barriers. Backup booster pump.	Annual maintenance. Goal: 2 hydrants /year.
12/21/2015	Maint	Leak upper Butch. Leak Detectors. Add new street valve to isolate leak.	I In progress. Need contractor/weather. MM In progress.
On going	ALL	AB54 on-line training session.	

12/21/2016	Joe	Update website	working
2/18/2016	Maint	Install in-line digital meter @ two residences.	Digital meters purchased

### 9. Long-term projects review

Date	Who	Action	Status
On-going 11/20/2014	Maint	Rent emergency generators to power the well pumps and/or booster pumps. Rewire panels to allow for quick connect. Discussed 10/30/14. Simulate power failure. Written emergency plan.	New well will have appropriate generator connection. (Verify)
On-going 12/11/08 10/30/2014	Alan	Cost estimate for the installation of 100K tank. See 11/15/07 minutes. Next major project.	Feasibility, cost, engineering, permits.
On-going 4/30/10		Investigate the Great Oaks vs. SCVWD lawsuit.	Great Oaks appeal overturned
11/20/14	Maint	Replace hatches on all tanks	Sept. 2014. Review.
12/21/2015	ALL	Presentation to SCVWD to move wells from extraction zones.	Alan data; Dave Graph

### 10. Next Meeting

The next meeting scheduled for Thurs., March 17, 2016 at the residence of Dave Biasotti.

**The Annual Shareholders' Meeting is scheduled for Thursday, June 23, 2016.**

- 11. Adjournment:** President Mike DiPietro, adjourned the meeting at 9:17 pm.  
Minutes respectfully submitted by Timothy Burke  
Secretary, Board of Directors

Cc: Joe for web