**New Avenue Mutual Water Company**

 **Board of Directors Meeting Minutes Summary**

February 17, 2022

Held virtually on Zoom, Gilroy, CA

Board Members New Avenue Mutual Water Company (NAMWCO); Mike DiPietro, Joe Cardinalli, Alan Heinzen, Jae Schwartz, Jim Armstrong, Dave Biasotti.

Board Members absent: Mike DiPietro, Jim Armstrong.

Guests: None

1. Welcome - Meeting called to order by Alan Heinzen 7:05 pm
Mike was unable to attend the meeting and asked Alan to Chair.
2. Review and Approval of Minutes: January 25, 2022. Motion to approve made by Joe, Second Alan, all in favor yes, minutes approved.

1. Financial Report, Jim Armstrong.

Jim sent the following information to the meeting: Chase Checking balance $272,382. Chase Savings balance $168,671.
(FYI Balance-January 2022: Chase Checking balance $272,401. Chase Savings balance $168,670).

 4. Presidents Report - General Discussion: Mike DiPietro.

N/A

1. Manganese Action Plan Updates: Jae Schwartz.

Jae gave an update by presenting the *Water Quality – Manganese Contamination Issues* outline (attached).

The first three State Required Documents/Actions have been completed. 1) Nov. 20, 2021, Corrective Action Plan – Completed, 2) December 10, 2021, Public Notification Completed, and 3) December 20, 2021, Certify Public Notification completed. We are now at 4) March 10, 2022 - Report of Actions to comply with Corrective Action Plan, Jae is working on the plan to meet the March deadline. Jae will continue working on the entire plan to meet and comply with all action items and dates.

Sample Bottles: Jae is still waiting and has re-requested sample bottles to be used for collection testing from Tom Ballard from Rural Water with no response at this time. Tom is not sure if mechanical problem of biological problem. Jae will reach out to Tom in the next few days.

Group discussion to investigate a second water operator for NAMWCO. Steve can continue with his current duties, meter reading, reporting, etc. However, we can add another operator to follow up on the action plan, file reports, meeting compliance and state deadlines. Alan will do research and follow up on possible operators.

Jae reported the routine “Bacteriological Report” had no issues or concerns.

6. Water Usage and Levels: Dave Biasotti.

Jackie, Eigleberry Tax Service, responded to Dave that they are unable to include the high-water usage summaries to be incorporated into the monthly water bill statements. Dave will continue working with Jackie on the best method of distribution and additional cost. Dave’s has a contact, Katie, who in her professional occupation has the ability to gather the needed information for the report. After income tax season, Dave will contact Katie to see if she can complete the report to included it in the monthly statements. This will be a one-time action and see if it is something we will continue in the future. Dave will follow up, get a price, and report back to the board for approval.

7. Road Committee – On Hold: Dave Biasotti.

Action item on hold. Roads Committee item to be kept on agenda for future discussions.

It was agreed that this Item needs to be discussed at an in-person meeting to gather input from entire membership.

8. Maintenance and Operations: Alan Heinzen.

Steve has not submitted the monthly readings to Alan to complete the report. Current static levels at Well #1 is 103’ and Well #3 is 170’, which are consistent with last year.

Alan reported that Dufur at 10266 Duke Drive, had 1 ½” PVC unmetered water line leak on their property. Water was visible on the street. Alan and Chris took full day to repair, line was buried 5’ deep, line was repaired and shut off valve installed and water turned off. There may be more unmetered lines on the property, it is almost impossible to locate. At this time, we will monitor water usage to see if any measurable changes we can determine are related to the unmetered line. These water lines and connection were done when the property was originally developed by Malone, no documentation exists.

9. Old Business: Ciara Mullen check was sent to her this week, over 4 months late.

10. New Business:

Joe brough up the lateness in paying our two small contractors for translation services and web site maintenance. It was discussed and recommended that Jim have a separate checking account he can use to write checks for these charges. He can pass on the check ledger to Jackie for inclusive for taxes. All the Board members present supported that Jim or Mike have a check book. Joe will follow up with Jim to take care of the request.

11. Next Board Meeting: Tuesday, March 22, 2022 @ 7 PM, Zoom meeting, Joe will send out notice.

Meeting adjourned 7:50 pm. Minutes respectfully submitted by Joe Cardinalli, Board Secretary.