

DIAMOND “A” MUTUAL WATER COMPANY
A California Non-profit Mutual Benefit Corporation

MEETING NOTES

A virtual Meeting of the Corporation was held via Zoom at 7:00pm, Monday, December 7, 2020 pursuant to order of the Board of Directors acting by authority of the Corporation By-Laws.

Board Members:

Richard Bryan.....President - Presiding
Joe Lieber.....Vice-President
Celia Schake.....Secretary
Dave Martinelli.....Treasurer
Peter Hohorst.....Director
Patrick Treacy.....Director
Ron Matteson.....Director

Staff:

Dee Young- Administration and Finance Manager
Bill Angeloni-Operations Manager

Member: Mike Meier

The meeting was called to order at 7:00pm upon determination of a quorum.

Summary of Board Approvals:

- Meeting notes from the Quarterly Board Meeting held August 31, 2020
- 2021 Budget
- Structure of the March 2021 Annual and Board Meetings
- Nomination Committee recommendations for Board membership
- 2021 meeting dates

1. Committee reports and discussion

a. Operations and Administration

i. System status

1. Autumn static water surface elevations were measured at the 4 wells and they are all comparable to the previous 5 years. (attachment)

2. Multiple water samples from wells 1,2,and 3 were delivered them to Brelje and Race Laboratory for chemical analysis. The wells met all Federal and State requirements. These tests are on a 3 year cycle. Well 4 is on a different schedule and will be tested at a later date
 3. A leak detection engineering contractor will be engaged to survey the water system for leaks using acoustic instruments.
 4. A storage shed was purchased for placement at well 4. Delivery is scheduled for December 31.
 5. The transfer pump system in the vault at the top of Spring Drive will redesigned and installed
 6. The service line through the abandoned spring water source lot (Kenleigh and Chapman) will be evaluated for replacement
- ii. Maintenance and repairs
1. Lost water leaks on 4 properties, 2 on Prospect, 1 on Canyon, and one on Viewcrest. The lost water was metered in all 4 cases.
 2. A 3 inch valve was located and replaced leading to the Viewcrest extension.
 3. The meter valve was replaced on the last home on the Viewcrest extension.
 4. The driveway to the Sweet William tank (Tank 3N) has been paved which now affords improved access to the tank
- iii. System Controls update
1. Iconia Corporation (owned by Diamond A neighbor Mark Covaro) continues to improve water systems monitoring.
 - a. Water tank levels are consistently monitored and reported via email report automatically twice a day.
 - b. The first generation control technology has been replaced with improved wireless communications and water level sensors.
 - c. The continuous monitoring has prevented water outage events.
 - d. Iconia is deploying a motor current monitoring system that will start receiving status on the health of the well and water transfer pumppps.
- iv. Backup power generation
1. A 50KW portable generator was rented from August 1through November 1 as backup power for a segment of the system, served by Well 4, to provide power during PG&E outages.
 2. During the two recent PG&E power outages (10-hour equipment failure and 52-hour PSPS) the generator maintained the Grove and Viewcrests tanks full during the outages.
 3. The generator was moved to Well 3 to test for accessibility of a towed generator and to verify correct electrical wiring to the transfer switch. The tests were successful.

4. Transfer switch installation is continuing in order to allow for the use of temporary power during utility outages at all wells.

b. Financial

- i. Water rate adjustments
- ii. Financial status
- iii. Review and approve 2021 budget
- iv. 10-year outlook

Note: Financial details can be found in the attachment

c. Communication

- i. Approval received from CalFire to use the firehouse as the water company emergency response center.
- ii. A file cabinet has been set up in the firehouse to maintain water company information such as Operations and Maintenance Manual, emergency procedures, drawings and maps that would be required in an emergency.

d. Governance

- i. The Nomination Committee nominated and the Board approved incumbents Ron Matteson. Peter Hohorst and Dave Martinelli as candidates for election to the Board in 2021.
- ii. Sunday, March 28 at 4:00pm has been selected for the 2021 Annual Meeting and has approved a consolidation of the March Annual and Board meetings.
- iii. The Board approved the Annual Meeting agenda (attached). This agenda will be incorporated in the consolidated meeting agenda.
- iv. The board discussed
- v. The board established the following meeting dates for 2021:
 1. March 28
 2. June 21
 3. September 20
 4. December 6

e. Communication

- i. Board members were asked for recommendations for local service providers (labor, carpentry, etc), known to them, who could be used to perform work for the Water Company as needed.
- ii. Richard Bryan and Bill Angeloni will evaluate cases of individual excessive water use.

2. Comments from shareholders (limited to 3 minutes each). No material comments.

3. Meeting adjourned at 8:30pm

Richard Bryan
December 19, 2020

Notes:

1. Postings on the Diamond A Ranch website (<http://diamondasonoma.com>) under Water Company/Board Postings include:
 - a. Quarterly and Annual Board Meeting Notifications, Agendas and Notes
 - b. News Letters
 - c. Annual Reports (financial information)
 - d. Annual Consumer Confidence Reports (results from State water testing program)
2. Members may obtain a copy of the posted information upon written request to Diamond A Municipal Water Company, PO Box 150, El Verano, CA 95433.
3. Teleconference access instructions:

Join Zoom Meeting via computer browser or smart phone/iPad:

<https://us02web.zoom.us/j/86730417177?pwd=Y25hbKxORU85cnpPUWpzVGU4OE9Odz09>

Or, Join Zoom Meeting by Dial up, i.e. traditional telephone:

Dial: +1 669 900 6833 US (San Jose)

When prompted enter the following:

- Meeting ID: 867 3041 7177
- Passcode: 289411