

**Minutes of the Meeting of the Board of Directors of SMCWD
November 13, 2018**

The Board of Directors of the SMCWD met in regular session on Tuesday, November 13, 2018, at 5627 Inverness Avenue, Santa Rosa, Sonoma County, California. The meeting was called to order at 7:04 p.m. by the President of the Board of Directors, Tom Gillett.

Roll Call / Minutes:

Directors Present: Tom Gillett, Tom Cronin, Ron Cowley, Nancee Fox and Chris Ary
Directors Absent: None

Staff and Guests present: Janice Jonson (GM)

M/s/c Directors Fox/Cronin to approve the minutes of the board meeting of September 8, 2018.
Gillett; Aye Cowley; Aye Ary; Abstain Fox; Aye Cronin; Aye
Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

Public Comment:

None.

Superintendent's Report:

None.

General Manager's Report:

The financial documents for the two months (September and October) were delivered with the agenda to all directors. President Gillett reviewed and initialed the bank statements.

M/s/c Directors Fox/Cronin to approve all financials.
Gillett; Aye Cowley; Aye Ary; Aye Fox; Aye Cronin; Aye

Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Director's Report:

Director Cronin reported that the person he thought might be interested in operating our district has been enjoying retirement too much. He is in Alaska a lot and has not expressed interest in becoming our operator. Director Cronin stated that he would try to contact the person who teaches the classes for operator certification to inquire if he has knowledge of anyone looking for a part time job.

Old Business:

Director Cowley reported that the new tank has been erected and the plumbing tie in is scheduled for November 20th. Both Operator Hansen and the contractor are not available prior to that date. The controls person from MTL is working with Director Cowley on establishing the automated system on the new tank.

President Gillett passed out a summary of costs on the project which included estimated costs to complete. As of October 31st, SMCWD has spent just over \$52K with around \$48K remaining to be paid.

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New Business:

Richard Wogisch sent an email requesting a leak adjustment for the July – August period. He reported that he had a valve to fill his pool stuck in the open position.

M/s/c Directors Cowley/Ary to approve the request for an adjustment of \$748.69 for the July – August billing period.

Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

President Gillett suggested that we build our reserves up before addressing the capital plan. We will revisit the issue in six months.

M/s/c Directors Cowley/Ary nominated Tom Gillett as President and Tom Cronin as Vice-President. Both nominees accepted.

Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

M/s/c Directors Cowley/Cronin to adjourn the meeting at 7:53 p.m.

Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

Nanice Johnson *1/8/19*
SMCWD General Manager Date

Approved by:

Tom Gillett *1/8/19*
SMCWD Board President Date