

**Minutes of the Meeting of the Board of Directors of SMCWD
January 8, 2019**

The Board of Directors of the SMCWD met in regular session on Tuesday, January 8, 2019, at 5627 Inverness Avenue, Santa Rosa, Sonoma County, California. The meeting was called to order at 7:00 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 Ary/Cronin to approve the minutes of the board meeting of November 13, 2018.
Gillett; Aye Cowley; Aye Ary; Abstain Fox; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Public Comment:

None.

Superintendent's Report:

Director Cowley reported that the lines have not been flushed because we are still using the poly tanks. The volume from the poly tanks would be inadequate for flushing and keeping water available for our customers.

The valves need to be exercised and the board decided that RH & Sons would be a good contractor to provide this service. If something were to malfunction during the exercising, they would have the means to repair it quickly.

During the tank project work, the line from the main to the three homes on Grange was broken. One of those three customers (Greg Knowles) had low pressure and air in his line. His meter was not registering any usage. It was pulled and some debris was removed. The meter still did not register any usage after a day so the meter was replaced.

General Manager's Report:

The GM was informed by Purity that they will no longer be in business after December 31st. This company was our chlorine supplier. GM will research other suppliers.

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

M/s/c Directors Fox/Ary to approve all financials.
Gillett; Aye Cowley; Aye Ary; Aye Fox; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

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Director's Report:

Director Cronin contacted the person who teaches the classes for operator certification (Bob) to see if he knew of any individuals who may be interested in part time work. Bob said he would keep an eye out for us.

Director Ary reported that some of the meters are inconvenient to access. There was discussion of possibly offering a \$1 discount to those customers who read their own meter and report it / send a picture of the meter read to SMCWD. SMCWD would read the meter once a year.

Old Business:

Director Cowley reported that the new tank was drained on Sunday, January 6th. The company that did the tank installation had to come back and change the bolts that anchor the tank. The plans called for one inch bolts to be used and the contractor used 5/8" bolts.

The tank was refilled on Monday while the contractor watched to make sure the liner was in the right place and to do a leak test. There does not appear to be any leaks. We may notice some condensation after rain but that is normal. Director Cowley said it took about 5 ½ hours to fill the tank.

Director Cowley suggested that we put drain rock in the tank area. He thinks he can get it done for around \$2,000.

The automatic controls need to be completed and calibrated on the new tank before we are fully operational. A fire inspection and the final inspection will need to be done before we are officially done.

New Business:

The audit report was sent to the directors in their packet. There were no major concerns or issues.

The board decided the next project(s) shall be: 1) locating and exercising of the valves; 2) linseed oil the remaining redwood tanks; and 3) adding chlorination system down the line.

Director Ary suggested looking into solar at the pumphouse.

M/s/c Directors Cowley/Cronin to adjourn the meeting at 8:07 p.m.
Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

Yancee Johnson 3/12/19
SMCWD General Manager Date

Approved by:

Thomas E. Gillett 3/12/19
SMCWD Board President Date