

**Minutes of the Meeting of the Board of Directors of SMCWD
November 8, 2022**

The Board of Directors of the SMCWD met in regular session on Tuesday, November 8, 2022, at 5503 Inverness Avenue in Santa Rosa, Sonoma County, California. The meeting was called to order at 3:04 p.m. by the President of the Board of Directors, Tom Cronin.

Roll Call / Minutes:

Directors present: Tom Cronin, Chris Ary, Nancee Fox, Laurel Christensen and Ron Cowley (via phone)

Directors Absent: None

Staff and Guests present: Janice Jonson (GM)

M/s/c Directors Ary/Fox to approve the minutes of the board meeting of September 21, 2022.

Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye Christensen; Aye

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

Public Comment: Director Christensen reported that one of the new owners of 5501 Inverness stated an interest in learning more about our water district and possibly attending a meeting in the future.

Superintendent's Report:

Director Cowley reported that he and operator Hansen performed a well test at the end of October and everything was the typical normal.

They both oversaw the hot tap at 5660 Inverness to provide a new service to the owners. The meter was installed and the owners will be billed starting with the November – December months.

General Manager's Report:

The financial documents for the two months (September and October) were delivered with the agenda to all directors. Director Christensen reviewed the bank statements and initialed them. She questioned a couple of the unpaid amounts from the July – August period and if SMCWD had heard from them. GM reported that all but one customer had contacted her.

The draft audit report was also emailed to the directors. Director Christensen pointed out a few errors that need correcting. GM will ask the auditor to correct before issuing the final report.

M/s/c Directors Christensen/Fox to approve all financials.

Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye Christensen; Aye

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

Director's Report:

President Cronin reported there was a PG&E power outage that caused him concern of filling the main tank if needed. He questioned whether he would remember the process for getting water up to the Alta Monte tank. It was decided that a refresher course take place for the directors. A step by step written procedure document should be kept in the pump house for a quick reference.

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Old Business:

Director Cowley reported that he has not gotten any prices for valve replacements yet.

Director Ary reported that he has purchased the linseed oil and sprayer. He has completed the Perth tank and will do the Inverness tank next.

Director Fox spoke with the owners of 5602 Inverness about their covered meter. The driveway covers most of the meter box and does not allow SMCWD access to shut the water off at the meter. Director Ary will forward pictures of the meter to President Cronin who will contact the owners and explain the issue more clearly and advise them to make corrections at their expense.

The issue of alarms being sent during hot weather was discussed. Director Cowley will get bids on adding exhaust fans to the pumphouse. If the fans do not solve the issue, SMCWD will discuss the next solution to try.

New Business:

The balance owed by the previous owners of 5501 Inverness has not been received yet. GM sent the lawyer a follow up email at the end of October and has not heard anything. Director Christensen will also try to contact the probate lawyer to get resolution.

M/s/c Directors Ary/Fox to write off the balance of \$251.52 if payment is not received within the next two months..

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

GM asked President Cronin and Vice President Christensen if they would be willing to serve in those positions again for the 2023 year. They both accepted.

M/s/c Directors Fox/Ary to re-elect Cronin and Christensen to their current positions.

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

M/s/c Directors Ary/Christensen to adjourn the meeting at 3:46 p.m.

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

Minutes submitted by:

Approved by:

SMCWD General Manager

Date

SMCWD President

Date