

**Minutes of the Meeting of the Board of Directors of SMCWD  
January 10, 2023**

The Board of Directors of the SMCWD met in regular session on Tuesday, January 10, 2023, at 5503 Inverness Avenue in Santa Rosa, Sonoma County, California. The meeting was called to order at 4:08 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

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 November 8, 2022.  
Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye Christensen; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

**Public Comment:** None.

**Superintendent's Report:**

The GM reported that 3 new meters and new fittings/taps for pulling water samples were ordered and received from USA Blue Book. Operator Hansen will install when time permits.

Director Cowley reported that the price for chlorine is increasing by twelve percent. He was informed on Friday (1/6/23) when picking up 25 cases that it would increase on Monday (1/9/23).

**General Manager's Report:**

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

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:**

Director Ary reported that he has completed the linseed oiling and has been reimbursed. He also was unable to read the new meter put in at 5660 Inverness because the lid was bolted. Director Cowley was informed and unbolted the lid. There has not been any water usage registered on the meter. He dropped the bolts back in the lid but did not turn them.

Director Christensen contacted the attorney handling the Scott Estate. He told her that he had given the invoice for the final water usage while the house was on the market and vacant to the heirs. Director Christensen spoke with Pat Whitmore who was living in the house and is contact with the heirs. Pat reported that heirs never did receive an invoice. Director Christensen again contacted the attorney and was told that amount would be included in the final payouts from the probate.

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**Old Business:**

Director Cowley reported that he has not spoken with the owners of the parcel that is across the street from the pumphouse on replacing the valve that runs through their property yet. It has been too wet and he has not had any response to his request for bids.

President Cronin spoke with the owners of 5602 Inverness about their covered meter. The decision was that the SMCWD (President Cronin) will oversee the project of moving the meter in order to have access and the customer will be responsible for the costs.

Director Cowley reported he plans on contacting a mechanical contractor to investigate and make recommendations for cooling the pumphouse to eliminate the alarms during hot weather.

**New Business:**

The owner of 5627 Inverness sent an email complaining about the amount of water she was charged for during July – August period. She stated that she would like a reduction of 70% on her water bill for that period and a waiver of the Use Charge. She did not submit proof of a leak but stated that she could not have used the amount she was billed for. She included numbers of gallons that were on her bill as “all customer’s usage” as hers. It was decided that the GM will draft a response to her and provide policy stating that our responsibility ends at the meter and that she had misread her bill.

The board discussed which meter(s) should be replaced with the new ones purchased. The meter at 5502 Inverness is the priority because it is the one that is hardest to read when it fogs up. The other two will be in the pumphouse for future use.

Director Ary made a motion to transfer \$50,000 from the checking account to the LAIF account. It was seconded by Director Christensen and passed unanimously.

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

M/s/c Directors Cowley/Fox to adjourn the meeting at 5:13 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:

Vancee Johnson      3/14/23  
SMCWD      General Manager      Date

Tom Cronin      3/14/23  
SMCWD      Board President      Date