

**Minutes of the Meeting of the Board of Directors of SMCWD
September 12, 2023**

The Board of Directors of the SMCWD met in regular session on Tuesday, September 12, 2023, at 6097 Bennett Valley Road in Santa Rosa, Sonoma County, California. The meeting was called to order at 3:13 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 Fox/Ary to approve the minutes of the board meeting of July 11, 2023.

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

Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

Public Comment: None.

Superintendent's Report:

Director Cowley reported he oversaw work at the pumphouse done by Gromala Bros. Trees were cut back in order to have access to pull up the standby well. The ground was prepped by grading and adding base rock for the rig to easily get to the well head. The blow off valve was protected with a new traffic rated box.

Jerry and Don's pulled the pump and found numerous holes in the drop pipe and water on the wires. It was determined that a new submersible motor, wires, cables, etc. are needed. The last time the pump was checked was 2004 and the longevity is usually ten years.

Director Cowley reported that we lost the signal from the Alta Monte tank to the pumphouse. Bob Wolcott came out to troubleshoot. He replaced a Quad Loop Splitter in the control box and it worked for a while. We lost the signal again and Wolcott determined that the pressure switch on the Alta Monte tank was malfunctioning.

The pressure switch from the poly tanks was moved over to the Alta Monte tank. Wolcott recalibrated it so the system is automatic again. The level indicator was lubricated.

Director Cowley was operating the pumps manually and Greg Knowles called to say he was out of water. Director Cowley determined that the tank got too low to provide water to Knowles. He found the level indicator was stuck. As a result of no water, the pump at the Knowles residence burned up.

The GM reported that the customers at 5525 Inverness called on a Sunday evening reporting that they had a leak and needed help to find their meter. Director Cowley and the GM located the meter for them and the water was shut off. They were going to get the leak fixed and turn their own water back on.

General Manager's Report:

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

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

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

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

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Director's Report:

None.

Old Business:

Director Cowley reported that Jake Huls (RH & Sons) gave him an estimate of two guys for two days to exercise the valves and record the number of turns to completely close the valve so we can compare it to the last valve exercise.

President Cronin will contact the owners at 5602 Inverness in regards to their partially covered meter.

New Business:

In an email vote on September 1, Director Cowley motioned to approve the proposal from Jerry and Don's to pull the pump on the standby well. Seconded by Director Christensen.

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

In an email vote on September 8, Director Cowley motioned to approve the proposal from Jerry and Don's to move forward with the repairs and new motor on the standby well. Seconded by Director Cronin.

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

M/s/c Directors Cronin/Cowley to approve a reimbursement to Knowles for the issue caused by lack of water. President Cronin will draft up information on protecting the equipment in the future to inform customers that it is their responsibility to protect their own equipment even if SMCWD could not supply the water.

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

M/s/c Directors Ary/Christensen to pay the invoice for troubleshooting the signal loss.

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

The GM was contacted by the contractor doing work at the recently added residence to SMCWD. He inquired about using the fire hydrant during the construction. GM sent him the current policy and has not heard anymore from him.

M/s/c Directors Cowley/Christensen to adjourn the meeting at 4:01 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:

Janice Jackson 11/21/23
SMCWD General Manager Date

Tom Cronin 11/21/23
SMCWD Board President Date