

**Minutes of the Meeting of the Board of Directors of SMCWD
November 21, 2023**

The Board of Directors of the SMCWD met in regular session on Tuesday, November 21, 2023, at 5444 Alta Monte Drive in Santa Rosa, Sonoma County, California. The meeting was called to order at 3:22 p.m. by the President of the Board of Directors, Tom Cronin.

Roll Call / Minutes:

Directors present: Tom Cronin, Nancee Fox, Laurel Christensen and Ron Cowley

Directors Absent: Chris Ary

Staff and Guests present: Janice Jonson (GM)

M/s/c Directors Christensen/Fox to approve the minutes of the board meeting of September 12, 2023 with corrections of the voting tallies.

Cowley; Aye Fox; Aye Ary; Absent Cronin; Aye Christensen; Aye
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

Public Comment: None.

Superintendent's Report:

Director Cowley reported that there was a clogged service line on Alta Monte. He contacted Gromala Bros who came out and dug up the driveway to locate service line, unclogged and flushed it. They installed a new traffic rated box in the driveway so the line could be more easily accessed in the future.

Our customer at 2055 Aberdeen contacted the district to report a leak on our side of his meter. Operator Hansen and Director Cowley found a leak at the union. There were a lot of tree roots causing an issue with reconnecting everything. The customer decided to have his son-in-law run a new line from the meter to the house.

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.

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

Cowley; Aye Fox; Aye Ary; Absent Cronin; Aye Christensen; Aye
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

Director's Report:

None.

Old Business:

Director Cowley reported that Jake Huls (RH & Sons) is not going to be available for us to contract with because they have been busy doing rainwater storage jobs. Director Cowley will check with Gromala Bros to see if they would like the job of exercising our valves.

The owners at 5602 Inverness have modified their driveway and uncovered the meter.

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New Business:

The customers at 5525 Inverness requested SMCWD buy a new meter box and place it over their meter. M/s/c Directors Cowley/Christensen to purchase a new meter box for an amount not to exceed \$200.

Cowley; Aye Fox; Aye Ary; Absent Cronin; Aye Christensen; Aye
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

After the service line was unclogged on Alta Monte, the customer realized he had a leak at his tank. A joint came apart and he requested a leak adjustment. M/s/c Directors Cowley/Fox to approve the request for an adjustment of a three year average for the same period according to policy.

Cowley; Aye Fox; Aye Ary; Absent Cronin; Aye Christensen; Aye
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

GM asked President Cronin and Vice President Christensen if they would be willing to serve in those positions again. They both accepted. M/s/c Directors Fox/Cowley to re-elect Cronin and Christensen to their current positions for the 2024 and 2025 years.

Cowley; Aye Fox; Aye Ary; Absent Cronin; Aye Christensen; Aye
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

GM reported that there is a new survey required. SMCWD will need to report the material of each of the service lines from the meters to the homes. Operator Hansen will be able to help complete this survey.

One of our customers has been given a 24 hour notice for non payment and still had not paid. GM asked the board if they wanted her to follow policy and turn the water off. They felt that there could be extenuating circumstances and to not turn it off.

M/s/c Directors Christensen/Cowley to adjourn the meeting at 4:09 p.m.

Cowley; Aye Fox; Aye Ary; Absent Cronin; Aye Christensen; Aye
Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

Minutes submitted by:

Approved by:

SMCWD General Manager Date

SMCWD Board President Date