

## **Minutes of the Meeting of the Board of Directors of SMCWD**

### **March 14, 2015**

The Board of Directors of the SMCWD met in regular session on Saturday, March 14, 2015, at 5627 Inverness Avenue, Santa Rosa, Sonoma County, California. The meeting was called to order at 9:17 a.m. by the President of the Board of Directors, Tom Gillett.

#### **Roll Call / Minutes:**

Directors Present: Tom Gillett, Russ Moreci, Ron Cowley, and Chris Ary  
Directors Absent: None

Staff and Guests present: Janice Jonson, GM and Stephanie Harris

M/s/c Directors Gillett/Moreci to approve the minutes of the Board meeting of January 10, 2015.  
Gillett; Aye Moreci; Aye Cowley; Aye Ary; Aye  
Ayes: 4 Noes: 0 Abstain: 0 Absent: 0

**Public Comment:** None

#### **Superintendent's Report:**

Chris Hansen was not at the meeting but reported to the GM prior to the meeting that the meter boxes and lids have been purchased. He has installed one lid but has not had time to install the boxes yet. He stated that he would invoice for the extra duties and reimbursements on a quarterly basis.

The request to reduce the quarterly toluene tests has been approved. The current mandate is testing every six years.

#### **General Manager's Report:**

The signature cards at the West America Bank and Local Agency Investment Fund have been signed.

M/s/c Directors Ary/Cowley to approve all financials.  
Gillett; Aye Moreci; Aye Cowley; Aye Ary; Aye  
Ayes: 4 Noes: 0 Abstain: 0 Absent: 0

#### **Director's Report:**

Director Cowley reported that the system is currently being operated manually due to an electrical problem that has been investigated by Sherwood Electric, Inc. An electrical sensor at the main tank was not operating. The sensor was ordered and put in place. During the programming of the new sensor, Sherwood found that one of the sensors on the control panel was also faulty. That part has been ordered. The system is still being operated by hand. The current estimate on troubleshooting and parts for this electrical failure is \$2,500- \$3,000.

Director Cowley reported that when filling up the main tank, there occasionally is a significant amount of water spewing from an area about five feet from the top. It seems to occur after the boards have dried but stops after the boards are wet and swell up. He will contact American Tank and Aqua Tech to inquire about patching the tank.

#### **Old Business:**

Director Cowley apologized for not getting any quotes on a generator. He stated that he would before the next meeting.

The operator will check the well levels on a quarterly basis.

There has been no new information from our regulatory State agency in regards to the MCL compliance of the iron and manganese.

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**New Business:**

The JPIA requests that one of our directors also be a representative to the JPIA. President Gillett offered to fulfill this role.

Stephanie Harris was sworn in as a director by President Gillett. The Form 700's were all signed by the directors.

Due to the current expenses for this fiscal year, the reroofing of the remaining tanks will be revisited in the fall. Estimated costs are \$5,000 to \$6,000.

The GM informed the board that past practice of the SMCWD was to reimburse the GM for half of the internet charges on their personal internet invoice because of usage for District business. GM also transferred the business phone line to her internet/phone provider invoice because the additional line is less than \$20 per month and the AT&T bill was usually a little over \$33.

M/s/c Directors Moreci/Ary to allow the general manager to reimburse up to \$50 per month for the internet and phone costs.

Gillett; Aye Moreci; Aye Cowley; Aye Ary; Aye Harris; Aye  
Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

The discussion of any potential new connections to the district and their costs was deferred until the next meeting. The board is under the impression that there are no perkable lots within the district's boundaries.

President Gillett will compile a rate schedule that will be added to our Rules and Regulations as an addendum.

The general manager informed the board that she will not be available to attend the next meeting and asked if they would change the date. The board decided that Monday, May 11<sup>th</sup> at 7:00 p.m. would work for most directors.

The Akmentins property (5503 Inverness) has been vacant for several months. Their January – February usage was over 38,000 gallons. The meter was reread 3 days after the original reading and another 10,000 gallons had registered. The leak was determined to be a toilet running in the house. In compliance with our billing adjustment policy, a request was made and the adjusted billing would be for \$135.90 for the current period and to adjust the 10,000 that registered the first few days of March.

M/s/c Directors Ary/Harris to approve the request for a billing adjustment.  
Gillett; Aye Moreci; Aye Cowley; Aye Ary; Aye Harris; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

M/s/c Directors Ary/Cowley to adjourn the meeting at 9:55 a.m.  
Gillett; Aye Moreci; Aye Cowley; Aye Ary; Aye Harris; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

*Janice Johnson*

SMCWD General Manager

Date

Approved by:

*Thomas Gillett*

SMCWD Board President

*5/11/15*

Date