

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

### **July 11, 2017**

The Board of Directors of the SMCWD met in regular session on Tuesday, July 11, 2017, at 5627 Inverness Avenue, Santa Rosa, Sonoma County, California. The meeting was called to order at 7:00p.m. by the President of the Board of Directors, Tom Gillett.

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

Directors Present: Tom Gillett, Ron Cowley, Chris Ary, Nancee Fox and Tom Cronin  
Directors Absent: None

Staff and Guests present: Janice Jonson (GM)

M/s/c Directors Ary/Cronin to approve the minutes of the Board meeting of May 16, 2017.  
Gillett; Aye Cowley; Aye Ary; Aye Fox; Aye Cronin; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

#### **Public Comment:**

Stephanie Harris reported to the district that the blue reflectors marking the fire hydrants were placed facing the wrong direction. The board felt that there was no need to change them due to the conditions of the roads and lack of adhesive capability.

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

Operator Hansen informed the GM that the flow meter in the pump house was not registering the water flow. He intends to take it apart and investigate.

The altitude valve on the Inverness tank continues to be working. Director Cowley has not had any luck getting in contact with a Cla-valve representative. He was will pursue other options that have been made available to him.

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

The financial documents for the two months (May and June) were delivered with the agenda to all directors. President Gillett reviewed and initialed the bank statements. He also had a few questions about the checks written and was satisfied with the answers.

M/s/c Directors Ary/Fox to approve all financials.  
Gillett; Aye Cowley; Aye Ary; Aye Fox; Aye Cronin; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

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

Director Cowley reported that on June 27<sup>th</sup> a few customers reported low or no water. He went up to the main tank and the tank was very low. The auto dialer did not send a low tank message. He went to the pump house and started the pumps manually. The control panel was showing an error reading.

Director Cowley contacted Bob Sherwood because he is familiar with our system. Director Cowley tested the wiring at the tank and pumphouse. He did not have a reading at the pumphouse. He removed the dirt that covered the wires and reestablished signal. However, the control panel was not functioning correctly.

When Bob Sherwood arrived, he determined that we needed a new element that costs around \$400. The company that makes this element is not going to making them anymore and Sherwood recommended buying a backup element. The board decided to make this purchase. We are currently waiting for the part to come and Sherwood to install.

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**Director's Report (cont.)**

Bob Sherwood also recommended that the spliced wires not be in the ground and to have them looped and in a box on a pedestal. He recommended that we use the extra wires at the tank for an addition high and low float alerts on the new tank for backup. Director Cowley will discuss/coordinate during the installation of the new tank.

Director Cowley has knowledge of a local company (Michael Lomax – MTL Technology) that does system controls at wineries. Cowley will meet with Lomax next week at the pump house to see if he would be interested/capable of troubleshooting for the district in the future.

**Old Business:**

Director Cowley reported that he has had problems getting responses from the contractors that we asked for quotes from. We only have one price on the geo report and it was decided to go ahead with that quote. Once that report is submitted to the County, the permit should be issued. We are on track for a fall installation.

GM reported that the report completed by Acme Engineering was submitted to the State. Misha Anderson came out to do an inspection of our system as the final stage of placing Well #1 on standby. She will have a report on her inspection done by the week of July 24<sup>th</sup>. She felt confident that approval would be given.

**New Business:**

Director Cronin reported that grant money is not available at this time. The district will pursue a loan with West America Bank when we get closer to needing the money. President Gillett will sign the loan agreement for around \$30,000. It may increase as the bids/invoices come in for the balance of the permit fee, geo report, ground preparation, etc.

The GM researched getting a loan through Rural Community Assistance Corporation but their criteria is to provide for a low income population. The board feels that we would not fall into that category.

The GM reported that she had contacted Comcast to get a price for the phone service connected to the auto dialer. The current service is with AT&T costing over \$80 each month. Comcast's quote is \$39.90 each month. There currently is no Comcast service to the pumphouse. The construction portion to establish service would be \$3,614 of which Comcast would pay \$3,000.

Director Ary inquired if we got a quote from Sonic. GM will contact Sonic to see if they provide service to that location and get an estimate if they do.

President Gillett requested that his cell number and Vice President Ary's cell number be added to the auto dialer callout list. GM will email Sensaphone with the information.

M/s/c Directors Cowley/Fox to adjourn the meeting at 8:16 p.m.  
Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

Vance Johnson  
SMCWD General Manager

11/11/17  
Date

Approved by:

Thomas Gillett  
SMCWD Board President

11/11/17  
Date