

Minutes of the Meeting of the Board of Directors of SMCWD

May 14, 2019

The Board of Directors of the SMCWD met in regular session on Tuesday, May 14, 2019, at 5627 Inverness Avenue, Santa Rosa, Sonoma County, California. The meeting was called to order at 7:00 p.m. by the President of the Board of Directors, Tom Gillett.

Roll Call / Minutes:

Directors Present: Tom Gillett, Tom Cronin, Ron Cowley, Chris Ary and Nancee Fox
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 March 12, 2019.
Gillett; Aye Cowley; Aye Ary; Aye Fox; Abstain Cronin; Aye
Ayes: 4 Noes: 0 Abstain: 1 Absent: 0

Public Comment:

None.

Superintendent's Report:

Director Cowley reported that we got an alarm that the tanks at the pumphouse were low. The well pump was turned on manually and the tanks began to fill. Operator Hansen came out the next day to troubleshoot but could not find the problem. Bob Wolcott (MTL) was contacted and he found a faulty wire on the float. He fixed the wire and we were back in automatic mode.

Director Cowley has reached out to RH & Sons to schedule the exercising of the valves but has not received a call back.

Director Cowley stated that the linseed oil will be applied to the redwood tanks before the next meeting.

General Manager's Report:

The GM reported that chlorine was purchased from Leisure Supply in Rohnert Park for a \$200 savings from price we were getting at Purity.

Robin Flint from the Joint Powers Insurance Authority (JPIA) was here on April 16th for the annual risk assessment. She informed the GM of a new Senate Bill that requires directors and employees to have training on sexual harassment. She looked at the new tank and took pictures to share with other staff at the JPIA.

GM reported that during some power surges the hard drive on her old computer crashed. That drive contained the accounting software for SMCWD. She will need to purchase new software to load on her other computer.

The financial documents for the two months (March and April) were delivered with the agenda to all directors. President Gillett reviewed and initialed the bank statements.

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

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Director's Report:

Director Cronin reported that he thought we could purchase a 10,000 watt propane generator for around \$5,000. The directors felt that a 10,000 watt generator would not be adequate. The consensus was a 20,000 watt generator would be our best option.

Director Cowley reported that there had been a malfunction on the Perth tank. The tank did not refill automatically. He manually turned a valve and when the water came into the tank, it stirred up a lot of sediment. Some complaints were received but everything is back to normal. As a result, Operator Hansen cleaned the tank.

Director Cowley reported that one of the customers on Inverness had surges of water pressure and was curious if the district was doing anything that may have caused them. Director Cowley told him that we were not and that no one else had reported any issues. He put a gauge on the Saitone residence to see if there were any spikes at that location. Neither place has recorded any spikes since. Director Cowley explained to the customer we have a gravity fed system where as pressure spikes are not normal to our system of delivering water.

Old Business:

Director Cronin reported that converting to radio meter reads would be very expensive. The meters would need to be changed / modified, software would need to be purchased to operate the system and a vehicle equipped with equipment for the system is typically utilized.

The option of customers reading their own meters was discussed. Only a few customers have responded to the inquiry put on the last mailing of the invoices. Further discussion will occur at the next meeting after all our customers have had a chance to respond. The specifics for how this process could possibly work were touched on a little bit. There were several concerns.

Director Ary stated that there are only a few that are inconvenient to read and SMCWD should only offer the process to those on Aberdeen and the resident at 5415 Alta Monte.

New Business:

The resident at 1934 Perth asked for a bill adjustment due to having to flush her lines after the Perth tank issue.

M/s/c Directors Cronin/Ary to give Carla Olds an \$8.00 credit for the extra usage.
Gillett; Aye Cowley; Aye Ary; Aye Fox; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

A draft copy of a spending plan was included in the board packet.

M/s/c Directors Ary/Cronin to approve the spending plan of \$74,000 in revenues and expenses.
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

A motion was proposed by Director Fox to request consolidation with any election that may be held on November 5, 2019 by the County for the purpose of electing District Directors. Seconded by Director Cronin and then adopted on roll call.

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

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M/s/c Directors Cronin/Fox to adjourn the meeting at 8:13 p.m.
Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

Janice Nanson
SMCWD General Manager

7/9/19
Date

Approved by:

Thomas Gillett
SMCWD Board President

7/9/19
Date