

**Minutes of the Meeting of the Board of Directors of SMCWD  
July 9, 2019**

The Board of Directors of the SMCWD met in regular session on Tuesday, July 9, 2019, at 5627 Inverness Avenue, Santa Rosa, Sonoma County, California. The meeting was called to order at 7:04 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 Fox/Ary to approve the minutes of the board meeting of May 14, 2019.  
Gillett; Aye Cowley; Aye Ary; Aye Fox; Aye Cronin; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

**Public Comment:**

None.

**Superintendent's Report:**

Director Cowley reported that the valves have been exercised but the report has not been received yet. All valves were found except the one on the property across from the pump house. It has since been found but not exercised. All valve covers were painted blue.

RH & Sons had to make a second trip to uncover the valve that was covered over during a paving project by the County. It is in the road near 5588 Inverness Avenue. The lid cover was painted white because RH & Sons did not have any blue paint with them at that time.

Director Cowley stated that the linseed oil was applied to the two redwood tanks. He paid Jaime Sousa \$420 for labor and purchased the linseed oil (four gallons).

**General Manager's Report:**

The GM reported that she received an email from one of SMCWD's customers suggesting that the bills be delivered electronically. President Gillett asked the GM to send out an email blast surveying our customers on how they would like to receive their invoices. He also suggested that the GM contact our bank to obtain information on receiving electronic payments.

The house at 1975 Skye has sold. GM has not heard from the new owners. She will drop an application off at the house. Director Fox will try to make contact as well.

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.

M/s/c Directors Fox/Cronin 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 researched the cost for a 20,000 watt propane generator. He said it would run around \$10,000 to \$11,000. He will dig into it more.

Director Cowley stated that Operator Hansen has a generator. Director Cowley will ask him to bring it up to the pump house so we can test it before any emergency situation.

There was discussion the possibility obtaining an agreement with a rental company that would ensure SMCWD had priority status of renting a 20KW generator in an emergency.

**Old Business:**

The board decided to email the customers who will be allowed to read their own meters five days prior to the last day of the billing period. The customer will be allowed to read their meter any day within this five day period and supply the read(s) to SMCWD. Details are in the "Customer Meter Reading Policy" document.

**New Business:**

Director Cowley reported that the trees need trimming at the pump house and around the tanks. Director Ary stated that the access to the meter inside of the well yard needs clearing as well. Director Fox and President Gillett suggested contacting Diamond Tree and Brush Busters. Director Cowley was instructed to get some costs and proceed with the best proposal.

Literature on filtration was emailed to the directors. The consensus was to postpone filtration for future discussion. The State has not mandated it yet and we do not have the resources to complete at this time. There may be grants available to us if and when filtration is mandated.

M/s/c Directors Ary/Cowley to adjourn the meeting at 8:15 p.m.  
Gillett; Aye Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

Approved by:

Katrice Yonson  
SMCWD General Manager Date

Tom Am 9-10-19  
SMCWD Board Vice President Date