

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

### **May 11, 2021**

The Board of Directors of the SMCWD met in regular session on Tuesday, May 11, 2021, at 5503 Inverness Avenue in Santa Rosa, Sonoma County, California. The meeting was called to order at 7:18 p.m. by the President of the Board of Directors, Tom Cronin.

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

Directors participating: Tom Cronin, Ron Cowley, Nancee Fox, Laurel Christensen and Chris Ary  
Directors Absent: None

Staff and Guests participating: Janice Jonson (GM)

M/s/c Directors Fox/Christensen to approve the minutes of the board meeting of March 9, 2021.  
Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye Christensen; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

#### **Public Comment:**

None.

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

Director Cowley reported that he and operator Hansen put the Inverness tank in bypass to lower the water level before cleaning. When they looked inside the tank, they could see the floor boards so they decided it was not necessary to clean at this time. After putting the tank back online we got a few phone calls about brown water. Director Cowley flushed the line that ends at the top of Perth and the water cleared up.

Director Cowley and Operator Hansen ran the standby well and the water cleared up almost immediately. Operator Hansen will pull an iron and manganese test on both wells next month.

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

The financial documents for the two months (March and April) were delivered with the agenda to all directors. Director Christensen reviewed the bank statements and inquired about statement that reflects the \$20,000 deposit to the LAIF. GM stated that she only printed the April statement for LAIF and the transfer was reflected on the March statement.

Director Christensen initialed the bank statements.

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

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

The directors discussed the weed eating of the fire hydrants. Director Christensen was informed that she inherited the responsibility of maintaining the fire hydrants that Tom Gillett had (bottom of Inverness and Perth).

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## **Old Business:**

The GM read the two bids that were received for replacing valves. RH & Sons were considerably lower than Von Renner but they did not bid the road patch after the work is completed. President Cronin offered to contact Sonoma County Water Agency/other water districts to inquire about a possible interagency agreement for future projects.

M/s/c Directors Cowley/Ary to approve the RH & Sons bid of \$7,863.00 to replace two valves at the top of Inverness. Director Cowley will coordinate a cold patch with RH & Sons then paving to be done later by John Schaefer Engineering.

Director Cowley reported that the painter plans on painting the pumphouse on Friday and Saturday.

President Cronin stated that he would reach out to a contact about a method used to cool a computer room that we could possibly use for the pumphouse.

### New Business:

The directors discussed the drought conditions. It was decided that SMCWD will not mandate reductions but ask customers to voluntarily conserve. SMCWD will purchase a level meter for measuring the well levels. Operator Hansen will perform the level checks monthly and bill for his time. President Cronin will compose an email to the customers for the GM to send out.

The renters at 2277 Crane Canyon requested an adjustment for a leak that was brought to their attention. Their January – February usage was very high but they did not contact SMCWD. While investigating another issue, President Cronin noticed a wet area by his meter. Director Cowley contacted the renters to inquire if they were aware of a leak somewhere. The renters contacted Dee Dee Rentals and a contractor was sent to investigate. There was a back flush valve that was stuck open and repaired immediately. SMCWD used a three year average for the January – February period. The March – April period will NOT be adjusted due to the renter should have been aware of an issue after receiving the January – February invoice and taken action.

M/s/c Ary/Christensen to approve an adjustment from \$697.66 to the three year average of \$199.33. The difference of \$498.33 will be applied towards the \$662.00 invoice for the March – April period leaving a balance of \$163.67 to be collected from the renter.

M/s/c Directors Cowley/Ary to approve the 2021 -2022 spending plan of \$78,950 in revenues and \$78,950 in expenditures

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

Our auditor was not sure if he will be able to perform the next audit. SMCWD needs to research our options in case we need to find someone else. Director Christensen volunteered to put some feelers out.

M/s/c Directors Cronin/Ary to adjourn the meeting at 8:33 p.m.  
Cowley; Aye Fox; Aye Ary; Aye Cronin; Aye Christensen; Aye  
Ayes: 5 Noes: 0 Abstain: 0 Absent: 0

Minutes submitted by:

Approved by:

Vance Johnson  
SMCWD General Manager

7/13/21  
Date

John Cen  
SMCWD President

7/31/21