

Minutes of the Meeting of the Board of Directors of SMCWD November 13, 2025

The Board of Directors of the SMCWD met in regular session on Thursday, November 13, 2025, at 6097 Bennett Valley Road in Santa Rosa, Sonoma County, California. The meeting was called to order at 1:07 p.m. by the President of the Board of Directors, Tom Cronin

Roll Call / Minutes:

Directors present: Tom Cronin, Chris Ary, Nancee Fox, Laurel Christensen and Ron Cowley (via phone)

Directors absent: None

Staff and Guests present: Janice Jonson (GM), Susan Dove

M/s/c Directors Ary/Christensen/ to approve the minutes of the board meeting of September 16, 2025.
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 the Perth tank has been reroofed for the contracted amount. He stated that there were repairs made but the invoice did not include any additional costs.

Director Cowley flushed all the hydrants and half of the blow off valves. He plans to flush the rest of the blow offs as time and weather permits.

The GM reported that the chlorine costs will more than double due to the increase in chlorine costs and Water Squared charges a markup for picking it up. The board may research other options for obtaining the chlorine i.e. pay a person an hourly wage to pick it up in Rohnert Park.

The triennial lead and copper tests were completed and delivered to Audrey at State Drinking Water. She acknowledged receiving the report and will review it.

General Manager's Report:

The financials for (September and October) were sent with the agenda. Director Christensen reviewed the bank statements prior to the meeting and they were initialed at the meeting. She had some questions about the number of late fees that were assessed.

M/s/c Directors Christensen//Cronin 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:

Director Cowley has tried to contact Parks Electric about the expenses that SMCWD incurred because the electrical connection on the generator delivered 220 amps instead of 110 amps in July of 2024. The only contact information that is available online is a phone number that has a full mailbox. It was decided to try one more time but the initial work was done in 2020 and we may not have any legal recourse to pursue the collection.

Director Christensen reported that she is still researching changing the audit period. County Auditor-Controller is willing to recommend to the Board of Supervisors a five year audit period.

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Old Business:

GM reported that she sent an email to Audrey at the Drinking Water Department asking if she would be willing to review the information she has completed so far and advise on how to move forward. New policy will be necessary for this program. Susan Dove offered to share the policy currently being revised by the water district where she is employed.

GM reported that AJ (Water Squared) did not recommend trying to unblock the obstruction in the standby well. He stated that there are wires we could knock loose. He thought the well would be fine and the obstruction removed the next time SMCWD pulls the well up.

GM reported that she has still not received a report from the state on their findings during the July 30th inspection.

New Business:

The customers at 5424 Alta Monte had a huge amount of water that registered on their meter. They have contacted a plumber and SMCWD has provided the billing adjustment policy. At the time of this meeting, a request has not been received by the GM.

M/s/c Directors Fox/Christensen to approve the request when received if all the conditions of our policy are met.

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

Director Christensen spoke with Registrar of Voter's office about Board nominations and appointments. She was told that when a Board member's term ends, and they want to run again, they have to file certain paperwork (not much) to show nomination and physically take it to the Registrar of Voter's office. If anyone else wants to run for that position at the end of the term they must file the paperwork too. If a Board member resigns before their term ends and the Board appoints someone to fill that position we need to email the ROV office informing them of the resignation and appointment of a new board member. The new board member only needs to take the oath of office. They do not need to file the nomination paperwork because they are filling a vacancy.

Directors Christensen, Fox and newly appointed Dove took their oath of office. Director Dove was appointed to fill the vacancy of Director Ary who attended his last meeting as a director.

The board decided to change the meeting dates to the second Thursday of every other month and continue to meet at Matanza Creek Winery.

President Cronin and Director Christensen will discuss the details for hiring a new general manager. They will interview and make recommendations to the rest of the board members.

Director Dove knows a person who will probably be willing to read our meters. President Cronin will research the salary of meter readers in the water industry. Director Dove will ask the person to read the meters at the end of December with Chris Ary.

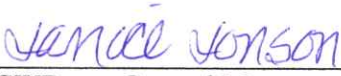
M/s/c Directors Cowley/^{Christensen}Ary to adjourn the meeting at 3:08 p.m.

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

Minutes submitted by:

Approved by:

 1-8-26
SMCWD Board President Date

 1/8/2026
SMCWD General Manager Date