

## **Belmont Terrace Water Board Meeting**

May 9, 2023

Approved

Board Members in attendance: Jean Tillinghast, Suzanne Llamado, Laura Hormel and Sandy Pete

Absent: None

Others in attendance: Bruce Petersilge, Debby Turner and Jon Hallengren

The meeting was held on Zoom. It was called to order at 7:03 p.m.

April's minutes were approved with corrections.

It was moved and approved that Jon Hallengren be appointed as Member at Large for a term of one year.

### **Reports/Project Updates:**

#### **O&M Update from Bruce:**

- Original valve at the bottom of Dorthel has a slow leak. Two weeks ago, Bruce tried cleaning, then he made adjustments, and the leak slowed slightly. Farr will loan Bruce their shop vac and he will try again.
- On May 6, Debby downloaded logger data. She tested the transfer switch and noticed a flash and burnt electrical smell. On 5/8, Bruce investigated and found nothing. Transfer switch is self-exercising once a week on Mondays at 1:00 pm. It is also tested three times a year during system flush.
- Need to restock chlorine as only 2 cases left.
- Debby explained the logger data was exported to Excel. This data is adjusted by barometric reading. Debby needs GPM for state report from John's reports. She has unanswered questions regarding the report that she sent to the State engineer for help. Bruce stated he has driller report for well #1. Could the report for well #2 be in the storage boxes at the well? Do we have an inventory of what is stored in those boxes?
- Annual report due on 5/12/23. Jean will review the financials. Jean would like the operators to provide a list of reports with due dates. Debby stated due to the drought the State requires quarterly drawn down information at the first of the month.
- Bruce to call Week's to see if they have copies of the well diggers log for well #2.

#### **Re-piping, tank cleaning and new roof: Bruce, Jean**

- Re-pipe scheduled with Week's for 5/31-6/1 dependent of late rain. Jean and operators will meet on 5/24 for go/no-go decision.
- Jon Hallengren is a retired general contractor and would like to consult on the re-roof project. Jon was made project manager. Jon, Jean, and the operators will meet on Saturday, May 20, at 4:30 to discuss the project with Jon.
- Permit with the county is in process.

#### **Drought Emergency Action -- Laura:**

- General concern regarding John's report. John is still the owner. Laura needs a new computer before taking it on. Debby has instructions.
- How to down-load the data is documented.
- We need several people to learn/understand what John does regarding drawn down, static levels, etc.
- Newsletter will be sent every 3 months.

**SB552 – Sandy:** no update

#### **Old Business:**

**Annual Meeting:** The annual meeting went well. The members had many questions and suggestions.

**Emergency/Disaster Response Plan – Debby:** No update. There are still missing parts such as the operator's manual (new instrumentation). She hopes to complete by the end of June.

[https://www.waterboards.ca.gov/drinking\\_water/certlic/drinkingwater/documents/security/ddw\\_emergency\\_guidelines\\_0215.pdf](https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/documents/security/ddw_emergency_guidelines_0215.pdf)

**New Business:**

**Cross connection survey**—Bruce will take ownership. Debby to send information to Bruce.

**RCAC Consulting Hours**—Jean. Jean is working on securing RCAC consulting for issues such as mapping our system, OGIS (simplified version), operator notification, security. Jean will send out RCAC survey for input from operators and board.

**Free Meters**—Jean. Jeffrey Schmidt sent Jean a proposal that our water company get 100 free old manual read meters from the City of Sebastopol. The board and operators discussed the feasibility of using these meters. It was decided that because of the age of the meters and new technologies that we would not use these meters.

**Executive session:** See separate notes.

**Adjournment** The meeting adjourned at 8:44.

**Next Board Meetings**                Tuesday, May 9, at 7:00 pm