

Board Members in attendance: Jean Tillinghast, Jon Hallengren, Suzanne Llamado and Sandy Pete

Absent: Laura Hormel

Others in attendance: Bruce Petersilge and Debby Turner

The meeting was held on Zoom. It was called to order at 7:04 p.m.

October's minutes were approved as written.

**Reports/Project Updates:**

**O&M Update from Bruce:**

- Flush on 11/5/23 ran smoothly. The operators tried several new techniques. Used approximately 15,825 gallons.
- On 11/7/23 had low chlorine in tank. Checked the chlorine injector and found broken tube in the drum. The timer was acting kind of funky so had Week's out to reprogram to timer.
- On 11/20/23, Bruce attended Wine Country training on cross connections for 3 credits. He shared we will need one operator as a cross connection specialists and get the cross connection handbook. If the State lowers the manganese levels, we may have to treat our wells and will require an operator with a treatment license.

**Finance from Suzanne:** Susan is sending Jean and Suzanne a monthly report to review and share in executive session. There is a new member on Tocchini St. Her name is Lisa. Suzanne will great. Susan has boxes of files for Suzanne to store at the well. Suzanne need access to the pump house.

**Re-piping, tank cleaning and new roof: Jon**

- Jon is working with Tyler to set firm date in January. Jon should have a new roof bid later this week 11/17 or 11/18.

**SB552 – Sandy:** We need to define our intertie with City of Sebastopol for this requirement and the drought report that Debby does.

**Old Business:**

**Drought Report and Emergency/Disaster Response Plan – Debby:**

- Debby needs to share with Laura. She still needs levels for several months to complete the report.

City of Sebastopol fire department would like to tour. Bruce will coordinate and will invite Gold Ridge.

**Cross connection survey—Bruce:**

- Bruce sent out draft to Dee for editing. This is due this year.
- We still have questions on how to deliver: email and some mailed delivery including new members.
- May need operator follow up on no responses or member with questions.
- Suzanne will work with Bruce on final edits.
- Suggested to add announcement about meter by 1/1/32 and update home service lines.
- Debby said to use her Google phone # for questions.
- Debby said she could convert the survey to an editable pdf
- Return of survey by email to [operator@belmontterrace.org](mailto:operator@belmontterrace.org) or mail to AIM mailbox.

**RCAC Consulting Hours—Jean:** no update, Jean needs to talk with operators about mapping using Google or Diamond software.

**New Business:** None.

**Executive session:**

**Adjournment** The meeting adjourned (I forgot to note the time).

**Next Board Meetings** Tuesday, December 12, 2024, at 7:00 pm