

**Minutes of Regular Board Meeting
Covelo Community Services District
December 12, 2019**

Meeting Convened: 6:00 PM.

Purpose: To check in and make announcements; to perform roll call; to review correspondence; to approve the agenda of 12/12/2019; to approve the consent agenda; to summarize and create action plans; to declare next meeting date.

Present:

Board Members: Paul Filler, Joseph Gauder, Sherrie Lee

Staff: Gail Cook, Tim Dennis, Dane Downing

Convene:

***Roll Call**

***Approval of Agenda for December 12, 2019**

✓ Sherrie motioned, Paul seconded, the Agenda was passed unanimously.

Closed Session: *Employee Agreements

Session Opened: 6:02PM

◆ Amended Employee Agreements.

Session Closed: 6:08PM

Consent Agenda:

***Approval of Financial Reports**

◆ The Social Security Administration implemented an administrative fee effective July 1, 2019, to cover the cost associated with administering the State Social Security Administrator Program (SSSA). The annual fee of \$200 will be added to the next budget.

***District Manager Report**

***Plant Operator Report**

***Minutes approval from previous meeting**

✓ Joe motioned, Paul seconded, the Consent Agenda was passed unanimously.

Correspondence:

***Community Foundation Grants**

◆ Discussion on sharing costs of furnace and roof repair with the Water Board. The Water Board will apply for a grant in 2020 to cover half of the cost of the roof. They received a quote for \$16,000 but Dane will try to get another quote including one for a metal roof.

◆ CCSD will buy the needed part for the furnace for \$300 and Denis Moore will install it at no cost.

Content-Previous:

*** Ordinance 159 – Update**

◆ Edits are ongoing.

***Grant Updates**

◆ Community Foundation Grants - See Correspondence.

***Ozone Facility Cover Project**

◆ No updates.

***State Water Board Tech Assistance Grant Approved**

◆ A conference call is scheduled with Brown and Caldwell and the Office of Water Programs on January 18, 2020.

***N. Coast Resource Partnership**

◆ No updates until approximately mid-spring.

***Retirement Plan Research Update**

◆ TriCounties Bank has not responded to Dane's repeated requests for information. Joe suggested Dane call Redwood Credit.

***Surplus Property Sale Update**

◆ The two F150's pick-ups have been given away due to lack of interested buyers. They don't run and need to be removed before any plant upgrades begin. The titles will be transferred and sent to the DMV.

***Discuss Bathroom/Laundry/Shower at Plant**

◆ No progress on finding reasonably priced structures.

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Content-Current: *Board Director Appointment

- ◆ Due to the election process, CCSD is unable to appoint anyone to replace Dave Vallero since he resigned without reapplying for another term. A new board member will have to wait until the 2020 election.

***Discuss and Vote on Resolution 2019-003: REU Rate Schedule**

- ◆ Discussed changing the rate schedule for the High School to the rate of 1 REU per 10 students rather than 1 REU per 15 students. In 2015 it had been changed from the former to the latter with no reason for the change documented. CCSD is authorized by Government Code 61621 to “prescribe, revise and collect rates or other charges for the services and facilities furnished by it.”
- ◆ RVUSD attendance numbers will be adjusted at the beginning of each school year. The Rate Schedule change will take effect on January 1, 2020.
- ✓ Sherrie moved to approve on Resolution 2019-003. Joe seconded the motion to approve, and the board unanimously approved the change to **Resolution 2019-003: REU Rate Schedule.**

***Discuss and Vote on Cost Sharing the Office Roof Repairs**

- ✓ Sherrie motioned, Joe seconded, the agreement to cost share roof repairs with the Water Board was passed unanimously.

Continue: *Next Meeting Date: Thursday, January 9, 2020 @ 6:00pm

Meeting Adjourned: 7:28pm.