

**Minutes of Regular Board Meeting  
Covelo Community Services District  
March 12, 2020**

**Meeting Convened:** 6:00 PM.

**Purpose:** To check in and make announcements; to perform roll call; to review correspondence; to approve the agenda of 03/12/2020; 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

**Public:** Tai Leahy

**Convene:**

**\*Roll Call**

**\*Approval of Agenda for March 12, 2020**

- ✓ Joe motioned, Paul seconded, the Agenda as Amended was passed unanimously.
- ◆ It was first thought the Mendocino County Planning Dept. Permit – “Request for Comment” wasn’t on the agenda, but it was under Content-Current. Therefore, the agenda wasn’t amended although it was approved as such.

**Public Comment:**

**\*Public Input – Non-Agenda Items**

**Consent Agenda:**

**\*Approval of Financial Reports for February**

**\*District Manager Report for February**

**\*Plant Operator Report for February**

**\*Minutes Approval from Previous Meeting**

- ✓ Paul motioned, Sherrie seconded, the Consent Agenda was passed unanimously.
- ◆ Joe inquired about the status of the new high school gym and whether or not the school had contacted CCSD.
- ◆ Dane explained he made several phone calls to the State Division of Architects requesting HS sewer line inspection reports. It was verified the sewer line to be 4” from the new gym to existing building connection noting there’s a violation of two buildings being served by one 4” line and a lack of District application, permit, & inspections.
- ◆ When the gym is completed, CCSD will send the School District an invoice for a capacity fee for \$8500.

**Correspondence:**

**\*Response from CA Department of Business Oversight – Letter re: Bank Closure**

- ◆ Dane read the Department of Business Oversight letter he received after sending several letters to State officials including the Governor, on concerns that Tri Counties Bank is closing its Covelo office.
- ◆ Discussion about the closing followed with suggestions on starting a petition and writing more letters to Tri Counties, contacting the FDIC, and following up with County and State officials to press the importance of having a bank in Covelo.

**Content-Previous:**

**\*CCSD Ordinance Update**

- ◆ The sections on Definitions and Prohibitive Materials are the only items left to be updated. It was suggested by Joe that the District’s Attorney, Chris Neary, should review it prior to the Board review.

**\*Grant Updates**

**\*Ozone Facility Cover Project**

- ◆ The Community Foundation required the District to fill out a report on the status of the project. Since the project is still pending due to the N. Coast Resource Partnership grant not yet approved or funded, CCSD was unable to provide a project update.
- ◆ The Foundation asked for a formal letter requesting an extension and to explain the reason for it as well as an updated timeline for the project. A letter was sent requesting the extension and Dane will follow up with the requested updated timeline.

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

- ◆ Joe asked if it is known how much was spent by the SWB on the engineering and site visits by them since this project began. Dane will follow up and try to get that information.

**\*N. Coast Resource Partnership**

- ◆ CCSD is waiting on the N. Coast Resource Partnership grant update which is expected by March 31.

**\*Surplus Property Sale Update**

- ◆ Flyers are still posted in town; the sewer jet truck is for sale and the white pickup is offered for free as it doesn't run.

**\*Biodigester System Update**

- ◆ Discussed the biodigester system and how it works and if it would be feasible for the District to invest in. It was ultimately agreed that it's not a viable option for the District, but Dane will share it with the RVMAC for a larger audience.

**\*RVAMAC MOU Update**

- ◆ Dane began the CCSD/RVCWD/ RVMAC MOU and sent an email to the County Executive office for guidance. Still waiting to hear back.

**Content-Current:            \*Mendocino County Planning Dept. Permit – "Request for Comment"**

- ◆ The Board discussed the planned Cannabis dispensary the permit was requesting comments on. There were concerns expressed about the "non-volatile" materials the permit referenced.
- ◆ It was decided Dane would email the County after the meeting as the "Request for Comment" letter was due by the end of the day, to inform the County of CCSD's list of prohibited sewer system materials.

**Continue:                    \*Next meeting: Thursday, April 9, 2020 @ 6:00pm**

- ◆ Meeting Adjourned: 7:00 pm