

**Minutes of Regular Board Meeting  
Covelo Community Services District  
November 5, 2020**

**Meeting Convened:** 6:05PM

**Purpose:** To check in and make announcements; to perform roll call; to review correspondence; to approve the agenda of 11/5/2020; to approve the consent agenda; to summarize and create action plans; to declare next meeting date.

**Present:** Meeting was conducted by conf call due to the current social distancing orders.

**Board Members:** Paul Filler, Joseph Gauder, Sherrie Lee **Staff:** Gail Cook, Dane Downing, Tim Dennis

**Public:** Jessi Alvarado

**Convene:** \*Roll Call

\*Approval of Agenda for November 5, 2020

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

**Public Comment:** \*Public Input – Non-Agenda Items

◆

**Agenda:** \*Approval of Financial Reports for October

\*District Manager Report for October

\*Plant Operator Report for October

\*Minutes Approval for October

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

**Correspondence:** \*

◆ LAFCO ballots are due by the end of November.

**Content:** \*Grant Updates

▪ Community Foundation Grant

◆ No update. This grant is tied in with the N. Coast Resource Partnership grant work.

▪ State Water Board Tech Assistance Grant

◆ Dane attended the monthly meeting via Zoom. All required documentation has been submitted. Waiting on the review to be finalized.

▪ N. Coast Resource Partnership

◆ GHD has begun the preliminary design work and CCSD is getting invoiced although no funds have been released to the District. CCSD is tracking the invoices already sent and they will be paid when the grant money is received.

\*Discuss Treatment Plant & Moratorium Mitigation Plan

◆ The Board discussed the high levels of BOD and what could be causing it. The levels were high beginning in June, therefore the ash from the fires probably weren't a contributing factor. Cause can't easily be determined by water testing so it doesn't make fiscal sense to pay upwards of \$5000 for a water chemical analysis.

◆ Sending a letter with the next billing in January asking customers to not dump certain types of chemicals/materials might be a better idea but by then the levels could be normal again. Tim suggested waiting for the next round of testing to determine if the BOD level has been reduced which could lead the District to believe it is a seasonal issue, though still a new issue.

\*Discuss & Vote on Resolution 2020-006: "Septage Disposal & After-Hours Gate Fees"

◆ The Board discussed the CalFire graywater disposal during the August complex fires. CCSD charged CalFire \$.09 per gallon. Willits charges \$.16 per gallon so CCSD could match that at the least, bringing the District's charge to the current market amount.

✓ Joe motioned, Sherrie seconded to approve the "Septage Disposal & After-Hours Gate Fees" Resolution and it passed unanimously.

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**\*Gray Water Septage Revenue – Discuss where to deposit funds**

- ◆ The Board discussed where the CalFire money for the 531,575 gallons of graywater disposal should be applied. It was decided that \$40,000 should be deposited into the Maintenance Account to cover the cost of processing and the remaining \$7841.75 should go into the general account for the budget overrun for the treatment plant.

**\*Review & Vote: Amend WWTP Improvement Contract for GHD Botanical Survey**

- ◆ Dane explained the Contract with GHD for the Milo Baker’s lupine botanical survey. This survey will be done to determine if the pipes should be lined to keep from disturbing the lupine in the area if the lupine is discovered or if the pipes can be replaced instead.
- ◆ It’s less expensive to line the pipes but that won’t address the lateral issues. Replacing the pipes is the preferred option.
- ◆ CCSD will have to pay for this survey which is currently unbudgeted. The fee for the survey is not to exceed \$6420 unless there is a signed contract amendment.
- ✓ Joe motioned, Sherrie seconded to approve to “Amend WWTP Improvement Contract for GHD Botanical Survey” and it passed unanimously.

**\*Discuss Community Fire Suppression System Collaborations**

- ◆ The Board discussed the feasibility of becoming partners with the MAC, the Water District, and the Tribes, who now own the Business Park and the Uptown Mercantile buildings, to collaborate installing a fire suppression system, aka fire hydrants.
- ◆ CCSD doesn’t have the legal authority to become involved with any other business as it’s only authorized to collect and treat sewage. It would take a ballot measure and the tax payers within the District would be responsible for footing the costs. Since it’s a small district, it would put a fiscal burden on the existing customers as fire suppression systems are very costly. A larger district would be the better lead agency.

**\*Review & Discuss Draft Ordinances**

- ◆ The Draft Ordinances were distributed to the Board on September 8<sup>th</sup> by email to review and they were asked to submit comments or changes to Dane.

**Continue:**

**\*Next meeting: Thursday, December 10, 2020 @ 6:00pm**

- ◆ **Meeting Adjourned:** 7:15PM