

**Minutes of Regular Board Meeting  
Covelo Community Services District  
June 16, 2021**

**Meeting Convened:** 6:04PM

**Purpose:** To check in and make announcements; to perform roll call; to review correspondence; to approve the agenda of 6/16/2021; 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, Dane Downing, Tim Dennis

**Public:** Robby Weir

**Convene:**                   **\*Roll Call**

**\*Approval of Agenda for June 16, 2021**

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

**Closed Session:**       **\*Discuss & Vote – Discuss & Vote – Employee Agreements**

**Open: 6:05PM**

**Close: 6:27PM**

◆ The employee agreements were reviewed and approved by the Board.

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

**Agenda:**                   **\*Approval of Financial Reports for May 2021**

**\*District Manager Report for May 2021**

**\*Plant Operator Report for May 2021**

**\*Minutes Approval for May 2021**

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

**Correspondence:**       \*

**Content:**                   **\*Grant Updates**

                                  • **Community Foundation Grant – Ozone Shed Cover**

◆ Continue to hold, waiting for the DWR Grant funds to come through.

                                  • **State Waterboards Grant - Influent Well**

◆ All required paperwork was submitted and CCSD is waiting for a response which will be late summer or early fall.

                                  • **DWR Grant – Infiltration Repairs, Ozone Shed Cover & Solar Array**

◆ The designs for the shed cover were received and reviewed but there are design flaws that need to be addresses by GHD. CCSD submitted the comments on the design to GHD last week and hasn't heard back yet.

◆ On Saturday, June 26, there is an open house for contractors to bid on the project so GHD needs to get back to CCSD with design updates prior to that.

◆ A special Board meeting will need to occur to approve the designs after the modifications that will work for the site.

◆ CCSD is still waiting for the check disbursement from Humboldt County, it will be deposited into the Grant Account.

**\*Discuss & Vote 2021/2022 Draft Budget**

◆ The new budget was discussed and questions answered to the satisfaction of the Board. REU revenue and the potential for additional sewer hook ups was also discussed.

◆ Joe reminded Dane that the Friends of the Library request an insurance rider from CCSD for the annual Blackberry Festival that will be held in August. The rider will be for the 20<sup>th</sup> through the 22<sup>nd</sup> of August.

✓ Joe motioned, Sherrie seconded, the 2021/2022 budget was approved to adopt and passed unanimously.

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**\*Discuss & Vote GHD Design & Specs for Bid Package**

- ◆ The GHD design and specs were discussed but no vote was taken as the designs are still under discussion and review. Tim updated the Board on the current design and why it won't work for what CCSD requires. Posts were placed in areas where they wouldn't fit and other design flaws were pointed out as well.
- ◆ GHD engineers should have done a site survey but due to budget constraints and the remoteness of Covelo, the design has been done by photos and emails.
- ◆ The Board is unable to vote on the design and specs until they are corrected.

**\*Discuss Electrical Generation Options – Flower Turbines**

- ◆ More discussion on system requirements and upgrades for the plant that are required prior to adding turbines to the system. The GHD design needs to be finalized and approved as well before turbines can be added.
- ◆ Dane suggested this topic be tabled until the GHD project designs are corrected for the site and the Ozone shed cover and solar array project is completed.

**\*Discuss Treatment Plant & Moratorium Mitigation Plan**

- ◆ Discussed the high BOD levels that began in May 2020. The BOD level is getting back to normal now but Tim would like to wait until September or one month past the end of the upcoming line replacement construction that is due to begin this summer.

**\*Discuss & Vote Zoom Acct – Incur primary billing w/RVCWD reimbursements**

- ◆ The new Water Board manager doesn't want to be the main contact for the Zoom account billing that the Water Board District and CCSD have been cost sharing. The Board agreed CCSD can take over the account and then bill the Water Board District for their share. Billing by the year is most cost effective – Dane will follow up with Zoom to transfer the billing to CCSD.

**\* Covelo Community Services District Ordinance – First Reading**

- ◆ Dane read out loud the entire 17-page Ordinance to the Board as required by law. The Board accepted the first reading of Ordinance as read.
- ◆ There will be a second reading at the July Board meeting, then a public hearing and then the Board will Vote on adopting it. After that, it will be published in the Willits News.

**Continue:**

**\*Next meeting: July 8, 2021 @ 6:00pm**

**\*Meeting Adjourned: 8:34PM**