Minutes of Regular Board Meeting
Covelo Community Services District
September 9, 2021

Meeting Convened: 6:00PM

Purpose: To check in and make announcements; to perform roll call; to review correspondence; to approve the agenda of 9/9/2021; 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:** Dane Downing, Tim Dennis
Public: None

Convene: ***Roll Call**

***Approval of Agenda for September 9, 2021**

✓ Agenda was amended: Tabled Item "Covelo Community Services District Ordinance – First Reading"" until Ordinances are ready. Joe motioned, Sherrie seconded, the amended Agenda was passed unanimously

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

Agenda: ***Approval of Financial Reports for August 2021**

***District Manager Report for August 2021**

***Plant Operator Report for August 2021**

***Minutes Approval for August 2021**

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

Correspondence:

Content: ***Grant Updates**

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

◆ No updates.

- **State Waterboards Grant - Influent Well**

◆ Draft Audit to be available soon according to Casey @ Robertson & Associates; once received it will be sent to Gurleen.

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

◆ CalTrans encroachment permit exemption is under review not timeline for results available. GHD did not receive design amendments, resent & under review.

- **CSDA Technology Grant**

◆ No updates, will make follow up call.

- **USDA Community Facilities Grant**

◆ Cancel request for riding mower generated offer for other needed items. List was supplied for inspection & monitoring equipment. Future item requests may include water tanks for water storage/sales.

*** Discuss & Vote: Commercial Parcel Emergency Declaration – Penalty Assessment**

◆ BOD discussed possible penalties to parcel owner since situation degraded to above ground sewage spill. Repairs are being contracted to mitigate public health hazard. Parcel owner determined negligent due to inaction. Revisit in Oct.

***Review Policy 3025 "billing and Collection – Teeter Plan Policy"**

◆ Policy 3025 Teeter Plan portion was updated to reflect fiscal year cycles. It was agreed to change Teeter Plan Surcharge from 2% of amount due to be as follows; $101-$500=$25; $501-$100=$50; $1001-2000=$100; $2001-$5000=$250; $5001-Above=$500. Joe motioned, Sherie Seconded, Policy updated passed unanimously.

***Discuss & Vote: Customer Invoice Dialog Box Information**

◆ Invoice dialog box updated to match Policy 3025 fiscal year cycles. June 30 is stated as the deadline for payments & the determination date for account delinquency. Joe motioned; Paul seconded. Item passed unanimously.

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

◆ Item to be tabled until construction/repairs are conducted.

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

◆ Item Tabled.

Continue: ***Next meeting: October 14, 2021 @ 6:00pm**

***Meeting Adjourned**: 7:11 PM