

**Minutes of Board Meeting
Covelo Community Services District
March 10, 2022**

Purpose: To provide oversight and set policy as applicable to the proper functioning of the District.

Convene: 6:01pm

***Roll Call:** Board Members – Paul Filler, Joe Gauder, Sherrie Lee; Staff – Dane Downing, Tim Dennis; Public – Charles Sargenti, Lew Chichester

***Approval of Agenda for March 10, 2022** – Agenda was amended to move “Public Comment” to the item after Approval of Agenda, Joe motioned, Paul seconded, agenda was passed unanimously.

Public Comment: Charles & Lew presented the idea to explore a feasibility/planning study for a water/fire suppression system within the District. It was stated there is 100% grant funding for such studies and there was a request to add this item to the agenda for next BOD meeting w/the thought of working towards an MOU between the District and newly founded non-profit Round Valley Community Development Corporation. Board agreed to add the item next month’s agenda for further discussion. A letter from Jessica Stull-Otto was read stating support for the town water system, letter attached in minutes; 700 form was mentioned being due by April 1st and support was offered to Directors to complete their form and to mail completed 700 forms to the County.

Consent Agenda: Approval of Financial Reports, District Manager Report, Plant Operator Report, and Minutes for February 2022. Joe motioned, Sherrie seconded, the consent agenda was approved as presented unanimously.

Correspondence: It was announced that Willits Online internet service was cancelled and All Tribal Net was obtained; State Controller letter was reviewed stating Special Districts Financial Report was delinquent, auditor was notified and found out previous auditor no longer was employed and new auditor assigned to CCSD would follow up with the state; CA Waterboards letter of acceptance that there is no conflict with historic properties for the Influent Well replacement project was summarized to the BOD.

Content:

***Discuss & Vote: Resolution 2022-003 “Authorizing Remote Teleconferencing Meetings of the Legislative Bodies”** – Joe motioned, Sherrie seconded, it was passed unanimously.

***Grant Updates**

- **Community Foundation Grant: Ozone Shed Cover** – None.
- **2021 Community Foundation Grant** – Grant was awarded to the Water District.
- **State Waterboards Grant: Influent Well Replacement** – The aforementioned Waterboards letter will be accepted by the District that there are no findings that cultural resources will be affected by this project.
- **DWR Grant: GHD Contract to Bid; CalTrans Encroachment Permit** – Caltrans Encroachment exemption permit has been issued, conference call w/Luke @GHD will be scheduled to begin the Contract to Bid process, CCSD needs final design approval to proceed.
- **USDA Community Facilities Grant** – Given there is no current funding for this grant it was suggested to table the item for 6 months at which point the item can be reassessed.

***Discuss & Vote: Transfer of Capital Reserve Funds to Acct 42150** – It was presented that there have been outlays of capital purchases and repairs which were paid through the General Checking account and assessed to budget item 42510. These funds totaled approximately \$21K. It was proposed to transfer said funds from Capital Reserve Acct to General Checking: Joe motioned and Sherrie seconded, it was passed unanimously.

***Discuss & Vote: Resolution 2022-004 “Authorization to Order the Deposit or Withdrawal of Monies in the Local Agency Investment Fund”**; it was presented the current LAIF resolution is out of date, current signers are needed to access the account. Joe motioned, Sherrie seconded, it was passed unanimously.

***Discuss & Vote: Canceling Old Jailhouse PG&E Service** – PG&E service bills range from \$9 to \$14/month, though it was determined this is not for the storage rooms rather it provides the electricity to the property’s well; no action.

***Covelo Community Services District Ordinance – Update** – It was presented that the Ordinances were published in The Willits News as required thus completing the requirements of passing the new Ordinances. All previous Ordinances are obsolete and the new Ordinances are in full effect.

***Next Meeting: Wednesday, April 13, 2022 @ 6pm:**

Meeting Adjourned: 7:30pm