

**Minutes of Board Meeting
Covelo Community Services District
July 13, 2022**

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

Convene: 6:04pm

***Roll Call:** Board Members – Paul Filler, Joe Gauder, Sherrie Lee; Staff – Dane Downing; Public – Lew Chichester, Kay Richards

***Approval of Agenda as amended for July 13, 2022** – Agenda was amended to move item “Public Comment” to next item after Approval of Agenda” and item “Closed Session” to last item. Joe motioned, Sherrie seconded, agenda was passed as amended unanimously.

Public Comment: Lew updated the developments of the town water system proposal. He’s been doing outreach to residents as well as relevant agencies to assess the scope of this project. There’s great support for a fire suppression system in town and no support of a town municipal water distribution system. A local special district will likely need to adopt at least the feasibility study portion to initiate grants to hire engineers for the study. Further, a special district will need to change their Sphere of Influent in the future to accommodate the addition of a fire suppression system since starting a whole new special district is not an effective approach. It was reported that the town area is assessed at a property value of \$34,700,000. More ground work is needed and other special districts in the valley will be approached as was done with CCSD.

Consent Agenda: Approval of Financial Reports, District Manager Report, Plant Operator report (provided by Eric Sanders via phone), and Minutes for June 2 & 15, 2022; Joe motioned, Sherrie seconded, to approve consent agenda and was approved unanimously.

Correspondence: Auditor: emails were sent to find out what happened to Robertson & Associates 2021 audit; SDRMA granted a waiver to a 90-day waiting period before health benefits were terminated, though a 3-year block out period remains to reup.

Content:

***Discuss & Vote: Resolution 2022-009 “Authorizing Remote Teleconferencing Meetings of the Legislative Bodies”** – Joe motioned, Sherrie seconded, it was passed unanimously.

***Discuss & Vote: SDRMA 2022 Blackberry Festival Insurance Rider** – Sherrie motioned, Paul seconded, it was passed unanimously.

***Assistant Plant Operator Interviews: Update** – Interview questionnaire still being drafted.

***Grant Updates**

- **Community Foundation Grant: Ozone Shed Cover** – None.
- **2021 Community Foundation Grant** – Security system contractor has been scheduled and installation arranged.
- **State Waterboards Grant: Influent Well Replacement** – Conference call was held which began the meeting of all parties. List of required items were presented to CCSD and will be fulfilled once audit is completed.
- **DWR Grant – GHD Contract to Bid** – Bid packet is ready for final review of designs. BOD reviewed designs and affirmed requested corrections were made, proposed a few more questions for GHD to verify: solar expandable?
- **2022 CSDA Technology Grant - \$2.905 Request** – None, Will follow up.
- **Federal Energy Efficiency & Improvement Grants** – Webinar was scheduled and signed up to attend. Error in timing resulted in not attending. Follow up for webinar information will be requested.

***2020/2021 Audit: Update** – Discussions w/Roberson & Associates as to why our 2021 audit is a year late and possibly affecting our Waterboard Grant Application process was stated to be due to staffing turn over and hiring challenges. New auditor has been assigned and audit items are being requested and CCSD has begun providing documents. Board requested a new auditor be sought for an alternative.

***Discuss: Delinquent Account Mitigation Procedure** – A ratepayer account was discussed regarding a delinquent account who is ineligible to be added to the Teeter Plan. GM will follow up with a letter to disconnect service for non-payment.

Closed Session: 7:53pm to 8:00pm

***Discuss & Vote: Employee Agreements** – General Manager Employee Agreement was reviewed, amended, and approved; Joe motioned, Sherrie seconded, it was passed unanimously.

***Next Meeting: Wednesday, August 10, 2022 @ 6pm**

Meeting Adjourned: 8:00pm