

**Minutes of Board Meeting  
Covelo Community Services District  
February 15, 2023**

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

**Convene:** 6:06pm

**\*Roll Call:** Board Members – Paul Filler, Joe Gauder, John Marshall; Staff – Dane Downing

**\*Approval of Agenda for February 15, 2023** – Joe motioned & John seconded, agenda was passed unanimously.

**Close Session:** 6:08pm to 6:28pm

**\*Labor Negotiations** – Board discussed CPO contract options & agreed to follow up w/contractor next month.

**\*Personnel Matters** – No action.

**Consent Agenda:** Approval of Financial Reports, District Manager Report, Plant Operator report, and Minutes for Jan 11, 2023; Joe motioned & John seconded to approve consent agenda and was passed unanimously.

**Public Comment – Non-Agenda Items:** FEMA has set up in Willits to assist private landowners with flood damage.

**Correspondence:** 700 Form due date announced; SDRMA request to update info for discount; LAFCO Board position opening

**Content:**

**\*Discuss & Vote: Resolution 2023-003 “Authorizing Remote Teleconferencing Meetings of the Legislative Bodies”** – John motioned, Paul seconded, it was passed unanimously.

**\*Discuss & Vote: Robertson & Associates Audit Engagement Letter – Revised 2022, 2023, 2024** – Robertson & Associates requested a revision to CCSD’s 2021, 2022, 2023 Engagement Letter to increase fees. John motioned; Joe seconded; Engagement Letter passed unanimously.

**\*Grant Updates**

- **Community Foundation Grant: Ozone Shed Cover** – Extension granted.
- **State Waterboards Grant: Influent Well Replacement** – No action due to treatment plant emergencies.
- **DWR Grant – Budget & Work Plan Amendments Submitted** – Deadline was met to update project scope & deliverables.
- **NCRP Prop 1 Phase II – Application Being Reviewed** – Amendments were submitted & are being reviewed.
- **Federal Energy Efficiency & Improvement Grants – No Updates** –
- **Mendo County Office Of Emergency Services Funding – Request Submitted** – Reimbursement funds were requested through OES office, will need to follow up w/FEMA application.

**\*SWRCB Discharge Permit Expired** – Draft permit is complete, review & public comment is due by March 13, 2023. Summary will be provided for Board review at March BOD meeting.

**Meeting Adjourned:** 7:34pm