

**Minutes of Board Meeting
Covelo Community Services District
April 12, 2023**

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

Convene: 6:06pm

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

***Approval of Agenda for April 12, 2023** – Joe motioned & Sherrie seconded, agenda was passed unanimously.

Consent Agenda: Approval of Financial Reports, District Manager Report, Plant Operator report, and Minutes for March 8, 2023; Joe motioned & Sherrie seconded to approve consent agenda and was passed unanimously.

Public Comment – Non-Agenda Items: None.

Correspondence: Discussions with County General Services re: the proposal to “dispose” of CCSD office building was presented & reviewed. CCSD & Round Valley County Water District’s 20 years of maintenance and costs will be compiled & send to General Services to emphasize CCSD/RVCWD can be granted ownership. CCSD & Caltrans’ Clean CA Covelo Beautification Grant construction schedules were discussed via conference call to synchronize efforts and assure success of both projects.

Content:

***Discuss & Vote: DWR Phase I & Phase II – Construction Bid Award Memorandum for the CCSD Collection System & WWTP Improvements Project** – This Memorandum initiates the Notice of Award to Allen Gill Construction, the lowest bidder for the project, to begin sourcing materials and supplies as well as to develop a work schedule for the project. Details of the Memorandum were reviewed and presented to the Board. Questions were answered and approve was grant by the following vote. Joe motioned, Sherrie seconded, it passed unanimously.

***Draft SWRCB Discharge Permit – Edits Submitted** – Draft permit was reviewed and edits were submitted and received.

***Grant Updates**

- **Community Foundation Grant: Ozone Shed Cover** – None.
- **State Waterboards Grant: Influent Well Replacement** – Progress continues with documents required.
- **DWR Grant – Clean CA Covelo Project Coordination & Memorandum** – or 2023.
- **NCRP Prop 1 Phase II** – This item will be incorporated into item “DWR Grant Phase I & II”
- **Federal Energy Efficiency & Improvement Grants** – None.
- **FEMA/CalOES Emergency Assistance** – Three required documents were completed and uploaded to Grant Portal website within due dates. Conference call was held and in person meeting was scheduled for 4-18 @ 1pm. FEMA funds can be used to restore pond berms, entry road, and possibly address collection system infiltration.

Meeting Adjourned: 7:16pm