

**Minutes of Board Meeting
Covelo Community Services District
October 11, 2023**

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

Convene: 6:00pm

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

***Approval of Agenda for October 11, 2023** – Joe motioned & Sherrie seconded, agenda was passed unanimously.

Closed Session: 6:01pm to 6:24pm

***Personnel Matters** – Expired Employee Agreement was reviewed and determined non-compliant to renew.

***Labor Negotiations** – Plant Operator & Bookkeeper Employee Agreements discussed and approved unanimously

Consent Agenda: Approval of September 2023 Financial Reports, District Manager Report, Plant Operator report, and Minutes for September 13, 2023. Joe motioned & Sherrie seconded to approve consent agenda and was passed unanimously.

Public Comment – Non-Agenda Items: Donna Anderson presented the need for greater awareness of what CCSD does for the community and how essential it is. Spoke of issues re: office hours, billing procedures, fundraising, & community outreach. Board heard the issues & affirmed that staff capacity is full with day-to-day operations, public is encouraged to volunteer & assist to implement any supportive ideas.

Correspondence: SDRMA sent annual awards recognizing CCSD having no claims.

Content:

***Grant Updates**

- **Community Foundation Grant: Ozone Shed Cover** – Cover is scheduled to be completed by mid-November.
- **State Waterboards Grant: Influent Well Replacement** – Our project is not fundable due to significant unexpected funding reductions. The State withdrew \$150 in funds wiping out the possibility for us to get the grant. Prioritization of project types will further limit our project's applicability to the near future funding, 2024/2025 is the soonest to know if we are fundable again.
- **DWR Grant – Phase I Contract in Effect** – Phase I construction completed.
- **NCRP Prop 1 Phase II** – DWR has yet to execute our Phase II Budget Amendment so Phase II construction can proceed, at risk though. The Amendment is taking longer to approve due to changes in the draft's language. It is not known when it will be approved. May need a gap loan, RCAC will be contacted in case, Eric can support.
- **Federal Energy Efficiency & Improvement Grants** – None.
- **EPA – Water Technical Assistance (WaterTA) Grant – Submitted Request Form** – Technical assistance request was submitted online for East Ln. lift station replacement. Given Waterboards lack of funding, influent well replacement may be added to the request. Next step is to await EPA's reply.
- **FEMA/CalOES Emergency Assistance – Conference calls attended & forms being completed** – Weekly meetings continue w/FEMA rep, Byron. Category B workbook spreadsheet is completed except for one line item. Workbook submitted and being processed. Efforts to retrieve treatment plant road photos continue.

***Discuss & Vote – Ratepayer's Food Service REU Requirement** – No action on this item since Phase II of DWR project will bring property line cleanout for proper connection.

Next Month's Meeting: November 8, 2023, 6pm.

Meeting Adjourned: 7:40pm