

**Minutes of Board Meeting
Covelo Community Services District
November 8, 2023**

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

Convene: 6:02pm

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

***Approval of Agenda for November 8, 2023** – Joe motioned & Sherrie seconded, agenda was passed unanimously.

Closed Session: 6:03pm to 6:11pm

***Personnel Matters** – Reviewed staff performance and accolades.

***Labor Negotiations** – Board considered all staff to be salaried.

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

Public Comment – Non-Agenda Items: A poster for a call to artists was read requesting traditional basket designs for Middletown water tank art project.

Correspondence: USDA Community Facilities Grant administrator was contacted regarding treatment plant housing travel trailer, discussion continue. BOD input included checking w/Community Foundation funding options. CSDA annual dues were discussed, rates increased five hundred dollars, GM requested consideration of CCSD fiscal circumstances, rate adjustment of \$500 was approved. Further fiscal circumstances were submitted to further reduce dues; USDA Rural Devel Disaster Grant notice was received and will be pursued to repair roads/levees.

Content:

***Grant Updates**

- **Community Foundation Grant: Ozone Shed Cover** – Cover is scheduled to be completed early December.
- **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 through 2024/2025. Alternatively, the EPA Technical Assistance grant is hoped to replace this lost funding source.
- **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. All stakeholders are aware of this and are willing to accommodate the funding gap.
- **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 and being processed. Efforts to retrieve treatment plant road photos were unsuccessful and as a result the Category C project has been withdrawn. Last component is completing the Category Z workbook which assembles all CCSD staff time expended to complete the FEMA grant submittals, meetings, and general administrative work.

Next Month's Meeting: December 13, 2023, 6pm.

Meeting Adjourned: 7:26pm