

**Minutes of Board Meeting
Covelo Community Services District
June 4, 2024**

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; District Counsel – Chris Neary

***Approval of Agenda for June 4, 2024** – Joe motioned & John seconded to approve the agenda, it passed unanimously.

Closed Session 1: (6:03 – 6:44pm)

***Meet with District Counsel on one matter where facts and circumstances have reached the point where the Board of Directors is deciding to initiate litigation against the Round Valley Unified School District and Mendocino Community College District. Government Code Section 54956.9 (d) (4).A.** – Board and staff discussed item with District Council before the Vote. Joe motioned; Sherrie seconded to approve the GM signing the Engagement Agreement; it was approved unanimously.

Closed Session 2: (6:44 – 6:48pm)

***Personnel Matters** – Board was updated on staff performance.

***Labor Negotiations** – Board reviewed & unanimously approved the three proposed Employee Agreement for FY 2024/2025

Consent Agenda: Approval of May 2024 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for May 8, 2024. Joe motioned & Sherrie seconded to approve the consent agenda; it passed unanimously.

Public Comment – Non-Agenda Items: None

Correspondence: Formal Waterboards NOV reply letter was sent on 5-28-24; Katrina @ County elections office stated they do not provide remote Candidate Filing, must be done in Ukiah contrary to what was reported at a RVAMAC meeting; Mendocino County DOT was contacted re: manholes being covered by proposed repaving, it was stated CCSD is responsible for adding a grade ring to bring the manhole to the road surface, staff will confirm it is needed and if so, will source a contractor for the work.

Content:

***Discuss & Vote: Hiring Plan & Procedure – Chief Plant Operator** – Moonshot Missions was contacted for support; Lionel provided a list of Contract Operators and inquiries have been made from that list to several potential contractors; most of these contractors are not local and may be challenging; outreach continues. There are other leads being pursued as well; Special BOD meeting likely mid-June once contractor is found and contract terms reached.

***Grant Updates**

- **DWR Grant –Unallocated Funds Expenditures & DWR Invoice Cycles** – Still awaiting PG&E inspection of solar system connection so it can go online, no date set. DWR reimbursement request was paid to Humboldt County, expended electronic transfer this week or next at the latest. Need to await PG&E to complete the project and submit for retention reimbursements. April reimbursement request was received by Humboldt County, electronic transfer expected this week or next.
- **EPA – WaterTA Grant – Moonshot Missions – Outreach & Partnership** – Emailed Lionel, our primary contact, re: CPO solicitation support. He provided a list of contract operators in CA which we have been following up with since it was received.
- **FEMA/CalOES Emergency Assistance – Awaiting Payment** – FEMA paperwork and correspondences are complete; Cal OES is the final step; they need to post our projects to their portal for us to then submit our request to finalize the project; no estimated timeline provided for this process.
- **Waterboards Technical Assistance Grant 2024 – Application Received** – No updates have been provided.

***Discuss & Vote: 2024/2025 Fiscal Year Draft Budget** – BOD reviewed draft budget, items were questioned and discussed. John motioned; Sherrie seconded to approve the 2024/2025 Fiscal Year Budget as presented; it passed unanimously.

Next Month's Meeting: July 2, 2024, 6pm.

Meeting Adjourned: 8:07pm