

**Minutes of Board Meeting
Covelo Community Services District
October 16, 2024**

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

Convene: 6:05pm

***Roll Call:** Board – Paul Filler, Joe Gauder, Sherrie Lee, John Marshall; Staff – Dane Downing, Greg Lohne; Public – Crispin Littlehales; Lew Chichester; Kay Richards

***Approval of Agenda for October 16, 2024** – “Closed Session...” moved to last item on the agenda. Joe motioned & John seconded to approve the amended agenda, it passed unanimously.

Content 1:

***USDA Fire Hydrant Project** – Lew provided updates w/USDA grant application process, submitted overview of project timeline, and preliminary cost assessment for the project. USDA preplanning grant is not enough to fund the beginning stage, so other funding will be need for LAFCo & elections costs. CCSD provided Lew its info for accessing Federal grant submission website. Lew needs to be verified as an applicant. Timeline and costs sheet are added to the minutes.

Consent Agenda: Approval of September 2024 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for September 11, 2024. Joe motioned & Sherrie seconded to approve the consent agenda; it passed unanimously.

Public Comment – Non-Agenda Items: None.

Correspondence: Received President Special Acknowledgement Award from SDRMA for no “paid” claim for Property/Liability policy. Mendocino County elections office sent letter confirming the three-board seat are not going to the ballot and that the Board Secretary can provide the Oath of Office. US Cellular has been charging for device that was free via promotion. Struggling to get the refund.

Content:

***CA Water Boards NOV NPDES Order No. 2023-0006 – Corrective Actions** – NOV was reviewed, items of concern were addressed, and steps to respond were outlined. Response letter will be drafted outlining the issues and their remedies.

***Grant Updates**

- **DWR Grant – 9.8kw Additiobnal Solar Panel Project, PG&E Permit** – PG&E permit was withdrawn to apply for a new permit which includes the additional panels. New permit signed and sent. GHD & solar installer have the designs and specs to move forward once PG&E authorizes the new application.
- **EPA – WaterTA Grant – Met New Technaical Assistance Team** – Lionel, three EPA reps, and CCSD staff met to review East Ln. lift station replacement projects. Team liked the project and will move forward w/engineering.
- **FEMA/CalOES Emergency Assistance – Confirmed, Awaiting Cal OES** – Sent email and affirmed CCSD is just awaiting Cal OES to upload our project to the state portal for CCSD’s approval to finalize the project.
- **Waterboards Technical Assistance Grant 2024** – None.

Closed Session: Labor Negotiations – Chief Plant Operator Contract – Began: 7:34; CPO Contract options discussed, Board approved CPO contract as it stands, so a CPO can be secured without a special meeting, John motioned, Sherrie seconded, passed unanimously. Bookkeeper compensation authorized for covering DM activities in leu of PO activities which did not occur. Complete: 7:44.

Next Month’s Meeting: November 20, 2024, 6pm.

Meeting Adjourned: 7:44 pm