

**Minutes of Board Meeting
Covelo Community Services District
November 20, 2024**

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

Convene: 6:04pm

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

***Approval of Agenda for November 20, 2024** – Joe motioned & John seconded to approve the agenda, it passed unanimously.

Content 1:

***USDA Fire Hydrant Project – Application Progress** – Lew stated he proposed Resolution is need to continue the USDA the online application. Once in hand he will continue the application; the USDA preplanning grant is not enough to fund the beginning stage, so Lew, Kay, and Dane attended a conference call w/ County Supervisor Haschak and State Senator Mike McGuire to discuss logistic and funding ideas; CCSD has the Resolution authorizing Lew to apply as the next agenda item.

***Discuss & Vote: Resolution 2024-004 “Approve Helon Lewis Chichester III to serve as Covelo Community Services District’s USDA Grant Authorized Representative”** – The Board reviewed the Resolution; John Motioned to approve and Sherrie seconded, it passed unanimously.

Closed Session: Labor Negotiations – Chief Plant Operator Contract – Began: 6:18pm; a contract CPO was located by the GM and an MOMU was drafted and presented to the Board; Joe motioned to approve the MOMU, Paul seconded, it passed unanimously; Contract CPO requested advanced payment, Invoice 1, to begin Dec 1, 2024, Joe motioned to approve Inv 1, Sherrie seconded, it passed unanimously; Complete: 6:40pm.

Consent Agenda: Approval of October 2024 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for October 16, 2024. Joe motioned & Sherrie seconded to approve the consent agenda; it passed unanimously.

Public Comment – Non-Agenda Items: None.

Correspondence: PG&E rate savings proposal was follow up on and no reply returned, no action; Board elections Oath of Office was reviewed and determined Oaths will be made by the Board Secretary at the Dec BOD meeting; Billing surcharge dispute was presented to the Board for review, Board determined individual exceptions are not permitted in our policies for customer errors; Street number signs were requested from Pat at the library, they were received & will be installed; Sonoma Clean Power contact CCSD re: rate savings, follow up will be made.

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***CA Water Boards NOV NPDES Order No. 2023-0006 – Corrective Actions** – NOV response letter was emailed after consulting w/CCSD Waterboard Permit contact. NOV addressed.

***Grant Updates**

- **DWR Grant – 9.8kw Additional Solar Panel Project, PG&E Permit** – PG&E permit Initial Review was postponed to Dec 6. Solar installer has not specified install date.
- **EPA – WaterTA Grant – Met New Technical Assistance Team** – No updates.
- **FEMA/CalOES Emergency Assistance – Confirmed, Awaiting Cal OES** – No updates, will email requesting timeline.
- **Waterboards Technical Assistance Grant 2024** – None. Though Waterboards TA Grant 1.0 was revisited via attending RCAC’s Fall Funding Fair, inquiring into reviving the influent well replacement project, it was suggested to contact Waterboards Construction Manager, Roya, for funding options; Roya replied inquiring if there were any NOV’s, since having such would move the project up the funding list. CCSD’s NOV’s were emailed and now awaiting further info/steps.

Next Month’s Meeting: December 11, 2024, 6pm.

Meeting Adjourned: 7:30 pm