

**Minutes of Board Meeting
Covelo Community Services District
January 8, 2025**

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

Convene: 6:13pm

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

***Approval of Agenda for January 8, 2025** – Joe motioned & Crispin seconded to approve the agenda, it passed unanimously.

Content 1:

***Nominate & Vote: Board Officers _ Chair, Vice-Chair, Board Secretary, Treasurer** – John motioned to nominate the same persons to their current officer roles: Joe Gauder – Chair; Sherrie Lee – Vice-Chair; Dane Downing – Board Secretary; Dane Downing – Treasurer; Paul seconded, officer roles passed unanimously.

***USDA Fire Hydrant Project:**

- **USDA Planning Grant – Funding Updates** – Lew emailed he is restarting the application process this month.

- **Discuss & Vote: CA CERF Redwood Region Rise – Letter of Support** – Kay emailed her intention to submit the grant application before the January 25th deadline.

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

Public Comment – Non-Agenda Items: None.

Correspondence: Auditor continues to provide questions and documents; IRS EIN request letter arrived, CCSD did not request and EIN, documents sent to request removal of that EIN from CCSD; Oregon State University contacted CCSD regarding participation in a study seeking to research antibiotic resistance in wastewater. We stated interest in participating and awaiting next steps.

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***Grant Updates**

- **Sonoma Clean Power – Opted In to SCP, Solar Array Options Mapped** – Rebecca from Sonoma Clean Power (SCP) provided a draft proposal for solar generation at the treatment plant. This includes both ground mount and floating arrays. Edits are requested as are any additional projects such as Energy Efficiency Plans for upgrading ozone unit to UV unit. CCSD will need to provide estimated costs for such a replacement.
- **DWR Grant – \$1.34m Total, Construction Completed, Contingency Funds Next** – PG&E Permit was accepted, power shut off occurred so contractor could connect new ground mount and roof mount solar arrays. Letter of project completion needed from GHD for PG&E to allow CCSD power generation. Letter is completed and will get to contractor & then to PG&E. Contingency funds are the last expenditure to be invoiced and doing such will close out the grant.
- **EPA – WaterTA Grant – Seeking Engineer Support, 2-Month GHD Negotiations** – None.
- **FEMA/CalOES Emergency Assistance – Still Awaiting UEI Number Renewal** – SAMS.gov finally recognizes CCSD as a public entity without needing the cumbersome CA Sec of State listing as previously required. CAGE is the new govt entity requesting docs, including Sec of State verification, disputing the need as Sam.gov approved.
- **Waterboards Technical Assistance Grant 2024** – None.

***Discuss Increasing Revenue Options** – 2017 & 2024 data was provided to the Board re: major expenses: SDRMA Ins; State permits; County permits; & PG&E costs. These numbers have mostly doubled since 2017. Septage receiving income was discussed though permit does not allow septage receiving until a station is installed.

Closed Session: Labor Negotiations, Began – 7:48, Completed – 8:13 – Board discussed staffing needs and plan to address them.

Next Month's Meeting: February 12, 2025, 6pm.

Meeting Adjourned: 8:14pm