

**Minutes of Board Meeting  
Covelo Community Services District  
December 10, 2025**

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

**Convene:** 6:44 pm

**\*Roll Call:** Board – Joe Gauder, Sherrie Lee, Crispin Littlhailes, John Marshall; Staff – Dane Downing

**\*Approval of Agenda for December 10, 2025** – Joe motioned & Crispin seconded to approve the agenda, it passed unanimously.

**Consent Agenda:** Approval of November 2025 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for November 12, 2025, Regular meeting. Joe motioned & Crispin seconded to approve the consent agenda, it passed unanimously.

**Public Comment – Non-Agenda Items:** None.

**Correspondence:** Continued tech support inquiries re: plant alarm system; Tri Counties contacted all signers for all accounts; CSDA requested Board/staff roster info updates and was provided; former Director, Paul Filler, stated he plans to will a portion of his estate to CCSD; County Deputy CEO, Steve Duniclif updated CCSD that the State approved the proposed county resolution that CCSD's building is exempted property, the Supervisors will vote on the resolution on 16<sup>th</sup>; RVUSD contact CCSD re: lateral line backup, issue was cleared though noted it may affect the system downstream, County roads paved over the manhole which is the primary inspection point to the school, there understanding that paving over such utilities are illegal.

**Content:**

**\*Fire Hydrant Project: Funding Allocated, collaborations next steps** – None

**\*Grant Updates – New item: SDRMA safety reimbursement grant to be added next month**

- **DWR Grant – Awaiting DWR's Final Disbursement** – Humboldt confirmed receipt of DWR's final payment. CCSD's check is in the queue for Humboldt county's finance dept. Check expected within a week.
- **EPA – WaterTA Grant – Collaborating on Waterboard Application** – James at ERG and his team is reviewing and revising engineering details for the CA Waterboards Influent Well Project application. Moonshot Missions can provide the application support ERG is unable provide. Team is emailing updates to one another.
- **Waterboards Technical Assistance Grant 2024** – Roya emailed monthly progress report. Application Team consists of James @ ERG and Nathan @ Moonshot Missions via US EPA Tech Assist grant. Correspondences, emails, and conference calls continue to complete the application. All is set before the holiday break.

**\*Waterboard Site Visit – Site Visit** – Follow up visit schedule will occur on 12-12 to access monitoring well, pond outlet box elevations.

**\*SDRMA – Research Results for Employee Benefits** – SDRMA replied to further interest inquiries re: employee coverage. CCSD does not currently meet SDRMA qualifications for coverage.

**Closed Session: Began: 8:12pm & Completed 8:31pm**

**\*Utility Worker Performance Evaluation Labor** - Board was presented Utility Worker's monthly performance review and improvements were noted. No Board vote/decision as item was informational only.

**Next Month's Meeting:** January 14, 2026, 6:30pm

**Meeting Adjourned:** 8:31pm