

**Minutes of Board Meeting
Covelo Community Services District
August 19, 2026**

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

Convene: 6:36 pm

***Roll Call:** Board – Joe Gauder, Sherrie Lee, Crispin Littlehales (John Marshall – Absent); Staff – Dane Downing, Drew Hall

***Approval of Agenda for August 19, 2026** – Joe motioned & Sherrie seconded to approve the agenda, it passed unanimously.

Consent Agenda: Approval of July 2026 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for July 8, 2026, Regular meeting. Joe motioned to approve with spelling correction to July Minutes & Crispin seconded to approve the consent agenda, it passed unanimously.

Public Comment – Non-Agenda Items: None.

Correspondence: County Elections office sent email outlining process to be appoint by BOS in lieu of filing for candidacy; SDRMA “no claims” awards received; Plant backup generator service quote received, awaiting scheduling;

Content:

***Discuss: Percolation Pond Weed Management – Prescribed Burn Association Proposal** – Lourance Hall presented funding options which only apply to public and conservation lands that can be used to remediate percolation pond vegetation issues. Further developments need to secure this funding and updates will follow. Looking to burn this fall when conditions permit.

***Fire Hydrant Project: Updates** – Community stakeholders provided contractor selection ratings; GM highlighted issue in proposal of not having a tank/tower option to consider; Board needs that option included, GM will contact Howard D. @ county roads to confirm its inclusion.

***Grant Updates**

- **DWR Grant – Solar Production** – System is functioning and has produced 58.8 Mw in total so far. One panel looks to be underperforming and will be shown to installers to troubleshoot.
- **EPA – WaterTA Grant – Flow Meter Data Monitoring** – Flow meters are scheduled to be removed at the end of August/early Sept. EPA team is assisting w/Waterboard PER request that covers the disinfection system design in the final Preliminary Engineering Report (PER).
- **Waterboards Grant 2025 – Financial Review Updated PER in Process** – EPA & Waterboard team concluded CCSD will submit their funding application by the April 2027 deadline for the 2027/2028 funding cycle allowing time for a completed PER. November deadline was being considered for the 2026/2027 funding cycle though it is too soon.
- **USDA Community Facilities Grant –Plant Maintenance Equip** – Tractor & implement cost estimate totaled close to \$40k. Board suggested an electric power tractor option be researched.
- **Community Foundation of Mendocino County – Identify Field of Interest** – GM presented Community Foundation’s various grant categories. Upon review, one was of particular relevance. Deadline is soon, not sure cost estimates can be obtained in time. Back up generator for the office proposed and can possibly coordinating with Water District to meet multiple office needs.

Discuss & Vote: 2026/2027 Budget Amendment – Fees/Public Agencies – Item was budgeted for \$400 though LAFCo fees were \$700. Staff recommended adjusting that line item. Joe motioned to approve the budget amendment as proposed, Crispin 2nd, it passed unanimously.

Discuss & Vote: Office/Storage Rooms MOU – CCSD is acquiring the property and need to develop MOU with RVCWD and others who wish to utilize the space. Staff will develop MOU’s for Board consideration. No Action.

Discuss: BOD’s Site Visit to the Treatment Plant – GM will coordinate on-site visits with the Board.

Closed Session: Employee Performance Evaluation/Employee Agreement Update – Began: 8:10pm Complete: 8:25pm; GM received Plant Operator’s Operator in Training Certificate, thus proposed adjusting hourly rate for PO. Sherie motioned to approve the proposed amendment, Crispin seconded, it passed unanimously.

Next Month’s Meeting: September 9, 2026, 6:30pm

Meeting Adjourned: 8:25pm