

**Minutes of Board Meeting
Covelo Community Services District
September 9, 2026**

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

Convene: 6:37 pm

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

***Approval of Agenda for September 9, 2026** – Sherrie motioned & Crispin seconded to approve the agenda with tabling the Percolation Pond item, it passed unanimously.

Consent Agenda: Approval of August 2026 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for August 19, 2026, Regular meeting. During financial report review, it was brought up to research direct deposit options for staff payroll. Joe motioned to approve & Sherrie seconded to approve the consent agenda, it passed unanimously.

Public Comment – Non-Agenda Items: Comments were made at the Round Valley Area Municipal Advisory Council meeting re: faulty cell/internet service in the valley, green bridge removal and replacement.

Correspondence: County Elections office sent email outlining process to be appoint by BOS in lieu of filing for candidacy, candidates have sent requests to be appointed, some approved others not for unknown reason; estimates were received for the cottonwood tree removal on the property, Board recommended requesting another estimate to decide; Waterboard Wastewater Needs Assessment form was received and completed by GM.

Content:

***Discuss: Percolation Pond Weed Management – Prescribed Burn Association Proposal – Item Tabled.**

***Fire Hydrant Project: Updates – None.**

***Grant Updates**

- **DWR Grant – Solar Production** – System is functioning and has produced 61.4 Mw in total so far.
- **EPA – WaterTA Grant – US EPA Delays - Flow Meter Removal Scheduled on 19th** – Flow meters are scheduled to be removed on the 19th. EPA team continues assisting w/Waterboard PER. Final PER draft expected by late November 2026. GM providing request docs and information to assist the PER's completion.
- **Waterboards Grant 2025 – Financial Review Updated PER in Process** – CCSD still plans to have a completed application by April 30, 2027.
- **USDA Community Facilities Grant – Plant Maintenance Equip – Cost estimates** – Electric tractor was research and presented to the Board. Company will be contacted and details to be reported at the next meeting.
- **Community Foundation of Mendocino County – Identify Field of Interest** – Community Foundation's various grant categories were not a direct fit the District. No application was submitted.

Discuss & Vote: Delinquent Account Mitigation Measures – An active account has not paid a single invoice since connecting to the system. Connection is location on property ineligible to be placed on the Teeter Plan. Board recommends sending a Notice of Violation to the account holder stating penalty of disconnection is an option.

Discuss & Vote: Receiving Greywater at the Plant – SHN has requested waiving the standard holding time for water testing of SVOC's. Board requires proper sampling and testing parameters before any discharging into the system.

Discuss & Vote: Office Building Electrical Usage & Charges – Item was tabled until all Directors were present.

Discuss & Vote: Office Building – Installing 50A service Outlet – Events /Ev's – Item was presented to install a 50A outlet to support community events and serve to charge a future District EV. Installation will be performed at the expense of community event participants. Electrical use of the outlet will be paid by community event participants. District benefits having future EV charging. Joe motioned to approve the no-cost installation, Sherrie seconded, it passed unanimously.

Discuss & Vote: Office/Storage Rooms MOU – No MOU have yet been finalized. Item to kept on the agenda for next month. No Action.

Review & Discuss: Mendocino County General Plan – Covelo Planning Area – The Board was presented the current version of the county general plan regarding the Covelo area. Board was asked what edits and/or additions they thought would benefit the district/community at large. Board needed more time to review. Item to be on next month's agenda.

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

Meeting Adjourned: 8:02pm