

REGULAR MEETING OF THE BOARD OF DIRECTORS
OF
TRINITY COUNTY WATERWORKS DISTRICT #1

Hayfork, CA 96041

April 18th, 2023

2:00 p.m.

Directors Present: Diane Yates, Kenneth Wiley, Daniel Bowman, Mary Bowers, Melody McLearn

Legal Counsel: Jim Underwood (on phone)

Staff: Craig J. Hair, Jr., Shane McDonald

Guests: Petko Petkov, Lyubomir Stoyanov

CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 2:00 P.M. by Chairman Diane Yates.

CONSENT CALENDAR:

a. Minutes of the March 21st, 2022, Regular Board Meeting:

MSC by Directors Daniel Bowman, Kenneth Wiley and carried (5-0). The Board approved the consent calendar as typed. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

COMMUNICATIONS/CORRESPONDENCE:

None

PUBLIC COMMENT/PUBLIC DISCUSSION:

None

PROGRESS PAYMENT REQUEST:

a. Petko (Peter) Petkov Parcel 014-360-19-00: Peter addressed the Board about a verbal agreement between himself and District Manager Craig Hair.

MSC by Directors Mary Bowers, Daniel Bowman and carried (5-0). The Board approved a water service for APN 014-360-19-00 for \$1200.00 with the provision that Mr. Petkov bring APN 014-360-19-00 into the District through LAFCO within 3 years. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

Minutes of the April 18th, 2023, Regular Board meeting continued:

PROGRESS PAYMENT REQUEST:

b. Audit 2022/2023 Review RFP's: The Board reviewed the request for proposals. Only Don Reynolds CPA responded. Craig recommended Don Reynolds for the audit.

MSC by Directors Mary Bowers, Melody McLearn and carried (5-0). The Board approved accepted a 3-year contract with Don Reynolds, CPA. Brandy to correct dates on contract before signing. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

c. Status on Construction Funding of a Generator at Ewing Reservoir: Craig updated the Board on the status. No reportable action taken.

d. Logistics of Proceeding with 2023/24 Budget: The Board discussed the 2023/24 budget. No reportable action taken.

e. Ewing Grant LWCF Grant Schedule for May and June 2023: Craig updated the Board on the cash match for the grant. No reportable action taken.

f. Department of Health Services Inspection Report 2022: Craig requested an extension from Ian for completing the backflow inspections. No reportable action taken.

g. Rate Study Data Request/Status Report: Jessica from PACE wants to apply for rapid funding for the water treatment plant, which will cover the cost of the SUSP rate study fee. Craig recommends not sending the SUSP check until he has a chance to call and talk to them.

MSC by Directors Mary Bowers, Kenneth Wiley and carried (5-0). The Board approved postponing or cancelling the contract with SUSP until more information is available on funding. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

h. Sewer Line Camera Inspection System: The district needs to inspect its sewer system and conduct smoke tests on the south side of Hayfork. Craig recommends purchasing a sewer camera.

MSC by Directors Kenneth Wiley, Melody McLearn and carried (5-0). The Board approved Shane purchasing a camera system for the sewer not to exceed \$10,000. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

i. Initial Discussion of Water Usage Outside of the District for 2023: The Board discussed. No reportable action taken.

Minutes of the April 18th, 2023, Regular Board meeting continued:

CONFERENCE/EDUCATION SCHEDULE:

None

COMMITTEE REPORTS:

None

BUDGET REPORT/BUDGET TRANSFERS/BILLS PAID:

a. Review & Ratify March 2023 Bills:

MSC by Directors Daniel Bowman, Kenneth Wiley and carried (5-0). The Board reviewed and ratified the March 2023 bills. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

b. Review & Ratify April 2023 Bills:

MSC by Directors Mary Bowers, Kenneth Wiley and carried (5-0). The Board reviewed and ratified the April 2023 bills. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

c. Budget Transfers: None

d. Budget Report:

MSC by Directors Mary Bowers, Kenneth Wiley and carried (5-0). The Board approved the budget report. Chairman Diane Yates, Directors Mary Bowers, Daniel Bowman, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

OLD OR NEW BUSINESS:

a. MVUSD Request to Pay Off Sewer Assessment: Craig informed the Board of the school district's inquiry into paying off their sewer assessment. No reportable action taken.

b. Waste Discharge General Order Regional Water Quality Control Board: Craig informed the Board that he must do a no spill certification. No reportable action.

c. Purchase of Activated Carbon: Jessica from PACE found that Dunsmuir has activated carbon that they would like to sell. The Chairman directed Shane McDonald to handle purchase of carbon.

Review Ordinance 26-22-1: The Board reviewed the ordinance. No reportable action taken.

Minutes of the April 18th, 2023, Regular Board meeting continued:

OLD OR NEW BUSINESS:

e. Discuss and Write Late Fee Policy: The Board discussed the fees and policies regarding late fees.

MSC by Directors Mary Bowers, Melody McLearn and carried (5-0). The Board directed Shane and Brandy to update the Rates, Fees, Deposits Policy 18-92-05. Chairman Diane Yates, Directors Daniel Bowman, Mary Bowers, Melody McLearn, and Kenneth Wiley: Yes-5; No-0; Abstain-0.

SEWER:

None

CLOSED SESSION: Brown Act 54957 - The Board may convene to closed session on matters of personnel or litigation.

OTHER BUSINESS:

1. COMMENTS BY:

- A. Public
- B. Consultants
- C. Staff
- D. Management
- E. Directors

The meeting was adjourned at 3:17 P.M.

Respectfully submitted,

Brandy Perrone
Secretary, TCWWD#1