

**TRINITY COUNTY WATERWORKS DISTRICT #1
BOARD OF DIRECTORS
REGULAR BOARD MEETING
320 Reservoir Road
Hayfork, CA**

MEETING MINUTES

October 17th, 2023

**Chairman Diane Yates
Director Melody McLearn
Director Kenneth Wiley
Director Angenett Taft
Director Arnold Bridges**

**Shane McDonald – Operations Manager
Brandy Perrone – Office Manager/Clerk of the Board**

1. CALL MEETING TO ORDER at 2:00 p.m. by Chairman Diane Yates.

2. BOARD OF DIRECTORS ROLL CALL-DETERMINATION OF BOARD QUORUM

Diane Yates- Chairman- Present
Melody McLearn- Director- Present
Kenneth Wiley- Director- Present
Angenett Taft- Director- Present

3. SWEARING IN OF ARNOLD BRIDGES TO THE BOARD OF DIRECTORS AT TRINITY COUNTY WATERWORKS DISTRICT #1

The Clerk of the Board swore in Arnold Bridges to the remaining term of Daniel Bowman, expiring on December 31, 2024.

4. PUBLIC COMMENT

(a) Craig J. Hair, Jr., addressed the Board concerning the Brown Act and the 2022/23 Audit and presented the Board with a formal complaint letter filed for “Major Brown act violations”.

5. CORRESPONDENCE The following correspondence was received:

(a) Board member Kenneth Wiley made a motion to accept the formal complaint from Craig J. Hair, Jr., and contact Jim Underwood regarding the complaint. Motion seconded by Board member Melody McLearn and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley

Noes: None
Absent: None
Abstain: None

Public comments received from Dennis Rourke offering various opinions regarding District management and operations.

6. CONSENT CALENDAR – (Potential Action Item(s)) (Note: The following items are generally limited to routine and non-controversial business matters, and can be approved by a single motion. Individual Board members may ask that any such items be pulled for separate discussion and potential action.)

1. Approve the minutes of the September 19th, 2023, regular board meeting as presented
2. Review and ratify the October 2023 warrants
3. Budget Report

(a) Board member Kenneth Wiley asked that Consent Agenda Item 1 be pulled for consideration on the Board’s regular agenda.

(b) The Board unanimously approved the consent agenda excepting Item 1, which was pulled for regular agenda consideration by the Board, by motion of Board member Kenneth Wiley, as seconded by Board member Melody McLearn, with direction to correct and reprint a check to the Weaverville Sanitary District for a corrected amount by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

7. REQUEST FROM SCOTT MURRISON TO ADDRESS THE BOARD

Scott Murrison addressed the Board regarding claimed “scuttlebutt” around town about “price gouging,” the newly implemented 3-minute public comment rule, new water treatment plant grant, water quality, the lot line adjustment, 2022/23 audit and the prior Craig Hair Construction contract.

8. OFFICE MANAGER REPORT

1. Report from Office Manager. No report given over Craig Hair, Jr., shouting down the Office Manager.

2. Request approval for an emergency water application for use outside of the district boundaries. Board member Angenett Taft motioned to approve the emergency water application for APN 015-410-045-000 as requested. Motion seconded by Board member Melody McLearn and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

3. Melody McLearn motioned to update the signature cards for all bank accounts at Tri Counties Bank with current Board members and Brandy Perrone as signers. Motion was seconded by Board member Kenneth Wiley and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None

Absent: None
Abstain: None

4. Board member Melody McLearn motioned to send CPA Don Reynolds a certified letter requesting a draft audit be delivered by October 31, 2023. Motion seconded by Board member Angenett Taft and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

Chairman Diane Yates appointed an ad hoc committee to write the letter to Don Reynolds. Board members Melody McLearn and Angenett Taft to serve on the ad hoc.

Public comments received from Scott Murrison and Dennis Rourke generally expressing concern about getting the financial audit completed so that District grants would not be jeopardized. Public comment received from Craig Hair, Jr., stating that this audit was his responsibility, and that the Board should let him deal with Don Reynolds, which he said he would do at no cost to the district. Craig Hair, Jr., also stated that the district would be unable to find a replacement for Don Reynolds, CPA.

5. Proposal from CPA Mike Celentano for the 2022/23 Audit. Board member Arnold Bridges motions that the board table this item until CPA Don Reynolds responds back to certified letter. Motion seconded by Board member Kenneth Wiley and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

9. OPERATIONS MANAGER REPORT

1. Report from Operations Manager stating that the parking lot signs around the plant and office are up.
2. Application from Solid Rock Church for a new water/sewer service for building proposal. Operations manager Shane informed the Board that pending final review of the newly proposed building will determine the size for the water meter and sewer hookup. Board member Arnold Bridges motions to approve Solid Rock Church's application with a final price to be given later pending final specifications. Motion seconded by Board member Melody McLearn and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

Public comment received from Dennis Rourke and Linda Speers.

3. Davis-Grunsky Act contract has been closed after 50 years. Shane presented the Certificate of Appreciation to the Board. Board member Angenett Taft motions to accept the closure of the Davis-Grunsky Act contract and Letter of Appreciation. Motion seconded by Board member Kenneth Wiley and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

4. Operations Manager Shane contacted TPUD to get an estimate on running power to the pump house at 8997 State Highway 3. Scott Murrison informed Shane McDonald that former District Manager, Craig Hair, Jr., promised him power to the pumphouse during the property exchange. Shane contacted TPUD and got an estimate good for 30 days. TPUD estimate to run power to the pumphouse at 8997 State Highway 3 is \$46,000. No motion made.

5. Operation Manager Shane informed the Board that he has been approached about the cleanliness of the bathrooms up at Ewing Reservoir. The men clean the restrooms when they have time, but nothing on a regular basis. Board member Kenneth Wiley motioned that Shane write a proposal for cleaning the restrooms at Ewing Reservoir on a routine basis. Motion seconded by Board member Angenett Taft and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

Public comment received from Victoria Schoelen about the improvement at Ewing Reservoir.
Public comment received from Craig Hair, Jr.

6. Operations Manager Shane informed the Board that no contract with Craig Hair Construction has been received for grant finalization. Lydia from LWCF has contacted Shane and will pull funding if the final payment request is not received by Oct 31st. Shane also informed the Board that TCWW is paying a yearly sum of money to maintain the email address craig@trinitycountywaterworks.com. The email address is no longer being used. Board member Arnold Bridges motioned to phase out the email address. Motion seconded by Board member Melody McLearn and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

Public comment received from Craig J. Hair, Jr., who has agreed to provide Shane with the data needed to complete the final grant progress payment request by 3 P.M. tomorrow, October 18th, 2023.

7. The Board discussed public speaking time limits during meetings. Board member Kenneth Wiley motioned to extend the 3-minute time limit to 6 minutes. Motion seconded by Board member Melody McLearn and approved by the following vote:

Ayes: Angenett Taft, Melody McLearn, Arnold Bridges, Kenneth Wiley
Noes: Diane Yates
Absent: None
Abstain: None

8. Shane McDonald informed the Board that the deck around the building is decaying and needs immediate attention. Board Member Arnold Bridges motions to rebuild the west side of the deck by reusing the wood from the south side of the deck and bringing back an estimate for a new

door and window for the employee entrance. Motion seconded by Board member Angenett Taft and approved unanimously by the following vote:

Ayes: Angenett Taft, Melody McLearn, Diane Yates, Arnold Bridges, Kenneth Wiley
Noes: None
Absent: None
Abstain: None

10. ADJOURNMENT – The Chairman adjourned the meeting at 3:48 p.m.

DRAFT