

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

**MEETING AGENDA**  
**September 19, 2023**  
**2:00 PM**

**Director Diane Yates**  
**Director Melody McLearn**  
**Director Kenneth Wiley**

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

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**1. CALL MEETING TO ORDER**

Call to order by \_\_\_\_\_ at \_\_\_\_\_ p.m.

Individuals present may ask questions regarding agenda items **at the time the Board considers the item.**

**2. ROLL CALL-ESTABLISHMENT OF QUORUM**

Board of Directors

Operations Manager

Diane Yates- Chairman

Shane McDonald

Melody McLearn- Director

Kenneth Wiley- Director

**3. SWEARING IN OF ANGENETT TAFT TO THE BOARD OF DIRECTORS AT TRINITY COUNTY WATERWORKS DISTRICT #1**

Clerk of the Board will swear in Angenett Taft to the Trinity County Waterworks Board for the remaining term expiring on December 31, 2026.

**4. PUBLIC COMMENT/DISCUSSION**

This time is for information from the public on matters not appearing on this agenda. All comments are limited to three minutes and must pertain to matters within the jurisdiction of this board. When addressing the Board please state your name for the record and address the board as a whole through the Chair. No action or discussion will be conducted on matters not listed on the agenda.

**5. COMMUNICATIONS/CORRESPONDENCE**

Any communications received after the board packet is distributed will be given to the Board Chairman for presentation.

1. Response to written complaint received at the March 21, 2023 regular meeting.

**6. CONSENT AGENDA**

Any request by the board to discuss a Consent Agenda item must be made at this time. Motion to approve the consent agenda as submitted:

- 1. Approve the minutes of the August 15, 2023, regular meeting as presented
- 2. Review and ratify August 2023 warrants
- 3. Budget Report

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_

**7. BOARD VACANCY REPLACEMENT**

1. Request for recommendation for a replacement seat on the Board of Directors for the remainder of the term ending December 31, 2024.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_

**8. ITEMS FOR DISCUSSION**

1. Credit for filters and excess water use due to colored water in mainlines to customers.

**9. OFFICE MANAGER REPORT**

1. Report from Office Manager.

2. Request approval for emergency water applications for use outside of the district boundaries.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_

3. Request approval for signage to define restricted areas within the water and sewer treatment plants.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_  
Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_

**10. OPERATIONS MANAGER REPORT**

1. Report from Operations Manager

2. Request to accept Resolution 20230919 for Grant of Easement for 8060 State Highway 3.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_

3. Request approval for new water meter service to APN 014-440-28-00, 138 Dirt Road.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_

**11. CONFERENCE/EDUCATION SCHEDULE**

1. CSDA required training

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

**13. ADJOURNMENT**

Resolve that the meeting be adjourned.

Adjournment by \_\_\_\_\_ at \_\_\_\_\_ p.m.

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

Vote: Yates \_\_\_\_\_ McLearn \_\_\_\_\_ Wiley \_\_\_\_\_ Taft \_\_\_\_\_