

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

**MEETING AGENDA**  
October 15, 2024  
2:00 PM

Chairman Angenett Taft  
Vice Chair John C. (Chris) Semer  
Director Melody McLearn  
Director Diane Yates  
Director Arnold Bridges

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

- 
1. CALL MEETING TO ORDER
  2. PLEDGE OF ALLEGIANCE
  3. BOARD OF DIRECTORS ROLL CALL-DETERMINATION OF BOARD QUORUM

Angenett Taft- Chairman  
John C. (Chris) Semer  
Melody McLearn- Director  
Diane Yates- Director  
Arnold Bridges- Director

4. **PUBLIC COMMENT** (*Note: Members of the public are invited to address the Board at this time regarding any item that is not scheduled for discussion as part of this agenda, and that are within the jurisdiction of District. The Board Chair may limit comments to six (6) minutes per, or another specified time, unless additional time is requested of and permitted by the Chairman of the Board. No action can be taken by the Board at this meeting as a result of items presented by a member of the public at this time.*)

5. **AGENDA ADOPTION**

- a. Agenda Additions/Changes (Potential Action Item)
- b. Business/Campaign Conflict Disclosures (Potential Board Member disclosures)

*\*Note: Only the following additions/changes are permitted: (1) To change the order of noticed agenda items, (2) determine to continue or not consider a noticed agenda item, or (3) Discussion/Action on an item not appearing on the posted agenda if a defined statutory emergency situation is determined to exist by majority vote (GC 56954.2(b) (1) and GC 54956.5)*

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.)

- a) Approval of minutes for the Board meeting of September 17, 2024 (Potential Action Item)
- b) Approval and ratification of October 2024 warrants (Potential Action Item)
- c) Approval of the September 2024 Profit and Loss report (Potential Action Item)

## **7. REGULAR CALENDAR**

- a) Separately consider Item(s) Pulled from the Consent Calendar, if any. (Potential Action)
- b) Public Requested Agenda Items (Discussion Only)
  - 1. Review of Customer Deposit Policy (Discussion Only)
  - 2. Review of Service Fees and Meter Policies and Procedures (Discussion Only)
  - 3. Review of Customer Service (Discussion Only)
- c) Retirement Trust Update (Discussion Only)
- d) Discussion on Raising Septage Dumping Fees (Potential Action)
- e) Potential Change of Billing Software Company (Potential Action)
- f) Verizon Land Lease Contract for Cell Tower (Potential Action)
- g) Review of Board Terms Expiring on December 31, 2024 (Potential Action)

## **8. GENERAL MANAGER REPORT** (Note: Items listed below are for status reporting only, with no Board action to be requested or taken, and no direction to be given.)

- a) Lead Line Survey Update (Discussion Only)
- b) Meter Reading Route Update (Discussion Only)
- c) Sewer Plant Gate (Discussion Only)

## **9. OFFICE MANAGER REPORT** (Note: Items listed below are for status reporting only, with no Board action to be requested or taken, and no direction to be given.)

- a) 2023/24 Audit Dates (Discussion Only)
- b) Employee Update (Discussion Only)

## **10. CORRESPONDENCE**

## **11. PUBLIC COMMENT CONCERNING CLOSED SESSION ITEMS (If Any)** (Note: Members of the public are permitted to address the Board at this time regarding any item scheduled for closed session consideration by the Board. The Board Chair may limit comments to six (6) minutes per, or another specified time, unless additional time is requested of and permitted by the Chairman of the Board. No action can be taken by the Board at this meeting as a result of items presented by a member of the public at this time.)

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

**13. PUBLIC ANNOUNCEMENT(S) FOLLOWING CLOSED SESSION** (Note: Only reportable actions taken by the Board need be announced in open session after a closed session is completed.)

**14. ADJOURNMENT**