

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

MEETING MINUTES

June 17, 2025

**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 THE MEETING TO ORDER AT 10 a.m. by Vice Chair Chris Semer**
- 2. PLEDGE OF ALLEGIANCE**
- 3. BOARD OF DIRECTORS ROLL CALL – DETERMINATION OF BOARD QUORUM**

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

- 4. PUBLIC COMMENT:** No public comment received.
- 5. AGENDA ADOPTION**
 - a) Agenda Additions/Changes – None
 - b) Business/Campaign Conflict Disclosures (Potential Board Member disclosures) – No disclosures presented.

Director Melody McLearn made a motion to adopt the agenda with no changes or conflict disclosures. The motion was seconded by Director Arnold Bridges and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn
NOES: None
ABSENT: Angenett Taft
ABSTAIN: None

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 item be pulled for separate discussion and potential action.)

a) Approval of minutes for the Regular Board meeting of May 20, 2025

Director Arnold Bridges made a motion to approve the minutes for the regular board meeting of May 20, 2025. The motion was seconded by Director Melody McLearn and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn
NOES: None
ABSENT: Angenett Taft
ABSTAIN: None

b) Approval and Ratification of the June 2025 warrants

Director Diane Yates made a motion to approve and ratify the June 2025 warrants. The motion was seconded by Director Melody McLearn and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn
NOES: None
ABSENT: Angenett Taft
ABSTAIN: None

c) Approval of the May 2025 Profit and Loss Report

Director Arnold Bridges made a motion to accept the May 2025 Profit and Loss Report. The motion was seconded by Director Diane Yates and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn
NOES: None
ABSENT: Angenett Taft
ABSTAIN: None

7. REGULAR CALENDAR

- a) Director Diane Yates nominated Director Chris Semer for Chairman of the Board. The motion was seconded by Director Melody McLearn and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn

NOES: None

ABSENT: Angenett Taft

ABSTAIN: None

Chairman Chris Semer appointed Director Angenett Taft as Vice Chair.

- b) General Manager Shane McDonald informed the Board of the new cross-connection law that has passed in California. Shane will be taking two classes at the end of June to be licensed for compliance. No action taken.

8. POLICY REVIEW

- a) The Board discussed the Benefit Policy and tabled the item until the next meeting.

- b) The Board reviewed the Rates, Fees, Deposits, Returned Checks, Etc. Policy. Director Arnold Bridges made a motion to direct staff to separate the rates and fees from the policy. The motion was seconded by Director Melody McLearn and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn

NOES: None

ABSENT: Angenett Taft

ABSTAIN: None

- c) The Board reviewed Policy No. 3-90-97, Documentation of Personal Auto Insurance Policy. Director Diane Yates made a motion to remove Policy No. 3-90-97, Documentation of Personal Auto Insurance. The motion was seconded by Director Melody McLearn and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn

NOES: None

ABSENT: Angenett Taft

ABSTAIN: None

- d) The Board reviewed Policy No. 22-90, Management Policy for Chlorine Handling Safety. Director Melody McLearn made a motion to remove Policy No. 22-90, Management Policy for Chlorine Handling Safety. The motion was seconded by Director Diane Yates and carried by the following vote:

AYES: Diane Yates, Arnold Bridges, Chris Semer, Melody McLearn

NOES: None
ABSENT: Angenett Taft
ABSTAIN: None

9. GENERAL MANAGER REPORT

- a) General Manager Shane McDonald presented the Board with pictures of the progress of tule removal at the Sewer Plant.
- b) General Manager Shane McDonald informed the Board that he cancelled the truck order from Harper Ford in Eureka, as the scheduled production date is the end of August and purchased a truck in Reno. He will be picking up the new truck tomorrow.
- c) General Manager Shane McDonald updated the Board on the water quality and elevation of water at the reservoir.

10. OFFICE MANAGER REPORT

- a) Office Manager Brandy Perrone informed the Board that she found a program to help her write the CCR, and it has been approved by Ian McFadden.
- b) Office Manager Brandy Perrone informed the Board that the yearly sewer assessment billing has been completed and submitted to the county.
- c) Office Manager Brandy Perrone informed the Board that she has been working on CIP points for the SDRMA renewal program for next year. She has earned 7 points, which should equate to a 7% discount on our workers' compensation and liability policy next year.

11. CORRESPONDENCE – None

12. PUBLIC COMMENT CONCERNING CLOSED SESSION ITEMS – None

13. CLOSED SESSION – No Closed Session.

14. PUBLIC ANNOUNCEMENT FOLLOWING CLOSED SESSION – None

15. ADJOURNMENT 11:19 a.m.