

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

Hayfork, CA 96041

July 18<sup>th</sup>, 2023

2:00 p.m.

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

Directors Absent: None

Operations Manager: Shane McDonald

Guests: Marie Chvosta, Craig Hair, Jr.

CALL TO ORDER AND ROLL CALL:

The meeting was called to order at 2:00 P.M.

CONSENT CALENDAR:

a. Minutes of the June 20<sup>th</sup>, 2023, Regular Board Meeting:

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved the consent calendar as typed. Chairman Daniel Bowman, Directors Diane Yates, Melody McLearn, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

b. Minutes of the June 30<sup>th</sup>, 2023, Special Board Meeting:

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved the consent calendar as typed. Chairman Daniel Bowman, Directors Diane Yates, Melody McLearn, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

COMMUNICATIONS/CORRESPONDENCE:

- a. Message Left on Answering Machine: The board listened to message left on answering machine. No action taken.

PUBLIC COMMENT/PUBLIC DISCUSSION:

- a. Liam Gogan Requests Audience with Board: Mr. Gogan did not show to meeting. No action taken.

CRAIG HAIR CONSTRUCTION:

- a. Craig Hair Requesting to Begin Retirement Payments 7/1/2023: Craig Hair requested the board begin his retirement payments.

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board directed Shane to write a contract for retirement benefits for Craig Hair, Jr. and approved Craig Hair's request for retirement payments. Chairman Daniel Bowman, Directors Diane Yates, Melody McLearn, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

- b. Craig Hair Letter Requesting Agenda Packets to be sent to him: Craig presented his request to the board.

Motion made by Director Kenneth Wiley, and seconded by Chairman Daniel Bowman to send Craig Hair, Jr. an agenda packet for the rest of his life. Yes-2, Chairman Daniel Bowman, Director Kenneth Wiley; No-2, Directors Diane Yates, Melody McLearn; Abstain-0. Motion fails.

- c. Land Water Conservation Fund Budget Balances of 6/30/2023: Craig Hair, Jr. updated the board. No action taken.

- d. Craig Hair Construction Contract Amendments and Adoption: Craig Hair, Jr. presented the board with an amended contract. The board discussed.

Motion made by Director Kenneth Wiley and seconded by Chairman Daniel Bowman to adopt the contract as amended. Yes-2, Chairman Daniel Bowman, Director Kenneth Wiley; No-2, Directors Diane Yates, Melody McLearn; Abstain-0. Motion fails.

CONFERENCE/EDUCATION SCHEDULE:

None

COMMITTEE REPORTS:

- a. SDRMA Report: Brandy informed the board that we have received a letter stating the 15-20% increase in liability insurance could increase to 35-70%. No action taken.

BUDGET REPORT/BUDGET TRANSFERS/BILLS PAID:

- a. Review & Ratify July 2023, Bills:

MSC by Directors Melody McLearn, Diane Yates and carried (4-0). The board reviewed and ratified the July bills. Chairman Daniel Bowman, Directors Diane Yates, Melody McLearn, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

Minutes of the July 18<sup>th</sup>, 2023, Regular Board Meeting continued:

BUDGET REPORT/BUDGET TRANSFERS/BILLS PAID:

b. Budget Transfers: None

c. Budget Report:

MSC by Directors Melody McLearn, Diane Yates and carried (4-0). The board approved the budget report. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

OLD OR NEW BUSINESS:

- a. LAFCO Update: Brandy informed the board that Mike Wines has been contacted and is working on the land surveys for both parcels. No action taken.

- b. ER Water Applications: There have been two applications for water submitted for approval. A third applicant was for a one time use on during well repairs.

MSC by Directors Kenneth Wiley, Diane Yates and carried (4-0). The board approved the emergency water applications for up to 20,000 gallons of water a month to parcels. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

- c. QB Update: Brandy informed the board that she has not been able to fix the issues with the checks in Quickbooks Online and that she has not been able to find any free classes.

MSC by Directors Diane Yates, Melody McLearn, and carried (4-0). The board authorized Brandy to purchase an online course on Quickbooks Online. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

- d. District Uniforms: Shane requested that the board allow him to purchase new uniforms for the crew. New uniform to be a simple grey tee shirt with the TCWW logo on it.

MSC by Directors, Diane Yates, Melody McLearn, and carried (4-0). The Board approved Shane to purchase new uniforms for TCWW. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

- e. Resignation of Mary Bowers: The board read Mary Bowers' letter of resignation.

MSC by Directors, Diane Yates, Kenneth Wiley, and carried (4-0). The Board accepted Mary Bowers' resignation from the Trinity County Water Works . Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

Minutes of the July 18<sup>th</sup>, 2023, Regular Board Meeting continued:

OLD OR NEW BUSINESS:

- f. Director Kenneth Wiley motions that advertisement for the board vacancy be added to the agenda.

MSC by Directors Kenneth Wiley, Diane Yates and carried (4-0). The board adds vacancy on the board to the agenda. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

- g. Vacancy on the Board: The board discussed the vacant seat.

MSC by Directors Kenneth Wiley, Diane Yates and carried (4-0). The board directs Brandy to place ads in the Trinity Journal for the vacant seat on the board. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

#### SEWER:

- a. Musholt Update on Sewer Loan: Brandy informed the board that the Musholts have paid off their loan to hook up to the sewer system. No action taken.
- a. Oatman Road Sewer Connection: Trinity Flavor has requested an exemption to Ordinance 97-1 for mandated sewer connection. Shane updated the board on the request.

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The board directed Shane to have a exemption resolution drafted for 501 Oatman Way. Chairman Daniel Bowman, Directors Melody McLearn, Diane Yates, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

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 3:53 P.M.

Respectfully submitted,

Brandy Perrone  
Secretary, TCWWD#1