

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

MEETING MINUTES

March 18, 2025

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

Shane McDonald – General Manager

- 1. CALL MEETING TO ORDER AT 2 p.m. by Chairman Angenett Taft**
- 2. PLEDGE OF ALLEGIANCE**
- 3. BOARD OF DIRECTORS ROLL CALL – DETERMINATION OF BOARD QUORUM**

Angenett Taft – Chairman – Present
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.
- 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 Special Board meeting of February 26, 2025
- b) Approval and Ratification of March 2025 warrants
- c) Approval of the February 2025 Profit and Loss Report

Director Melody McLearn made a motion to accept the Consent Calendar. The motion was seconded by Director Diane Yates and passed unanimously by the following vote:

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

7. REGULAR CALENDAR

- a) Chairman Angenett Taft asked for volunteers for an Ad Hoc for the 2025/26 Budget Committee. Directors Diane Yates and Melody McLearn volunteered to be on the 2025/26 Budget Committee.

- b) General Manager Shane McDonald informed the Board that Bryan Bauer had passed his Treatment and Distribution Grade 1 tests. He recommended that the Board give Bryan a wage increase. Director Diane Yates made a motion to provide Bryan Bauer with a two-dollar (\$2) an hour pay increase. The motion was seconded by Director Melody McLearn and passed unanimously by the following vote:

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

- c) General Manager Shane McDonald informed the Board that we will conduct water meter accuracy tests in the future. Some of the meters in the water system are very old. Broken meters always read on the side of less water and not more. Broken or inaccurate meters would cause a loss of revenue. This will be a project that will be worked on during downtime.

8. POLICY REVIEW

- a) The Board discussed the Water Meter Installation, Removal, and Deposits Policy. They requested that General Manager Shane McDonald create a final draft for the next meeting.

- b) The Board reviewed the Benefit Policy. They directed General Manager Shane McDonald to keep working on the Benefit policy.
- c) The Board reviewed the Compensatory Policy Time Off Policy. General Manager Shane McDonald explained compensatory time to the Board. The Board directed General Manager Shane McDonald to create a final draft.
- d) The Board reviewed the Septage Dumping Policy, Indemnification Agreement, and Safety Procedures and directed General Manager Shane McDonald to have the policy reviewed by counsel.

9. GENERAL MANAGER REPORT

- a) The General Manager Shane McDonald updated the Board on the Hyampom Road and State Highway 3 repair project.

10. CORRESPONDENCE – None

11. PUBLIC COMMENT CONCERNING CLOSED SESSION ITEMS – None

12. CLOSED SESSION – No Closed Session.

13. PUBLIC ANNOUNCEMENT FOLLOWING CLOSED SESSION – None

14. ADJOURNMENT 3:04 p.m.