

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

MEETING AGENDA

August 20, 2024 2:00 PM

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

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

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

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

4. **SWEARING IN OF JOHN C (CHRIS) SEMER TO THE BOARD OF DIRECTORS AT TRINITY COUNTY WATERWORKS DISTRICT #1**

The Clerk of the Board will swear in John C (Chris) Semer to fill the unexpired term of Kenneth Wiley, ending on December 31, 2024.

5. 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 is within the jurisdiction of the 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.)
6. 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)*

7. 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) Minutes of the June 18, 2024, Regular Board meeting
- b) Approval and ratification of the July 2024 warrants
- c) Approval and ratification of the August 2024 warrants
- d) Approval of the June 2024 profit and loss report
- e) Approval of the July 2024 profit and loss report

8. REGULAR CALENDAR

- a) Nomination and appointment of a new Chairman for the Trinity County Waterworks District #1 Board of Directors. (Potential Action Item)
- b) Appointment of Vice Chair by the Chairman for the Trinity County Waterworks District #1 Board of Directors. (Potential Action Item)
- c) Board Table Computer Screen Additions (Discussion Only)
- d) Audit Update for 2022/23. (Potential Action Item)
- e) New signature cards for all accounts at Tri Counties Bank are needed with updated board members. (Potential Action Item)
- f) Emergency Water for Use Outside of District Boundaries
 - (1) Discussion of Out-of-District Water Applications (Potential Action Item)
 - (2) New water applications for APNs 015-410-057-000, 016-200-038-000, and 019-730-003-000 (Potential Action Item)
- g) Resolution 2024820 for Hyampom Road II Annexation for LAFCO Application (Potential Action Item)
- h) Resolution 20240820-01 for Horsetail Hill Annexation for LAFCO Application (Potential Action Item)
- i) Benefit Packages for Employees Ad Hoc Update. (Discussion Only)
- j) Lead Line Inventory Survey Due October 1st, 2024 (Discussion Only)
- k) Request to eliminate meter position and hire part-time office assistant (Potential Action Item)
- l) Update on Fleet (Potential Action Item)
- m) Request to purchase meter reader vehicle. (Potential Action Item)
- n) Potential Purchase of Waterworth Financial Planning Software for Long-Term District Financial Planning. (Potential Action Item)
- o) Disposal of Surplus Item OUTSTORM Electric Scooter (Potential Action Item)
- p) Water Quality Update (Potential Action Item)

9. GRANTS

- a) Wastewater Treatment Planning Grant Update
- b) Water Treatment Planning Grant Update
- c) Ewing Recreation Grant Update
- d) Water Treatment Construction Grant Request for PACE to Finalize Application (Potential Action Item)

- 10. GENERAL MANAGER REPORT** (Note: The items listed below are for status reporting only, with no Board action to be requested or taken and no direction to be given.)
- a) New Hourly Employee (Discussion Only)
- 11. 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) 101 Riverview Road Purchase Update
 - b) Billing Cycle Change Update
 - c) 24-Hour Shut-Offs Notices Update
- 12. CORRESPONDENCE** None
- 13. 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.*)
- 14. CLOSED SESSION: Brown Act 54957-** The board may convene to closed session on matters of personnel or litigation. [NOTE: *CLOSED SESSION ITEMS AND A PRECEDING PUBLIC COMMENT OPPORTUNITY CAN BE LISTED PRIOR TO CONSENT AGENDA CONSIDERATION IF DESIRED.*]
- a) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION: No. of Cases: 1
- 15. 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.)
- 16. ADJOURNMENT**