

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

**MEETING MINUTES**  
August 15, 2023

Director Diane Yates  
Director Melody McLearn  
Director Kenneth Wiley

Shane McDonald – Operations Manager  
Brandy Perrone – Clerk of the Board

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**1. Meeting called to order in open session at 2:00 PM**

**CONSENT CALENDAR**

**2.a** Approved the minutes of the July 18<sup>th</sup>, 2023, Regular Board Meeting.

**Motion:** Melody McLearn    **Second:** Kenneth Wiley    **Carried**  
Ayes: Yates, McLearn, Wiley

**2.b** Approved the minutes of the July 26<sup>th</sup>, 2023, Special Board Meeting.

Received public comment from Craig Hair, Jr.

**Motion:** Melody McLearn    **Second:** Kenneth Wiley    **Carried**  
Ayes: Yates, McLearn, Wiley

**COMMUNICATIONS/CORRESPONDENCE:** None

**PUBLIC COMMENTS/DISCUSSION:**

Received public comments from Evelyn Haynes, Dennis Rourke and Mike Cherney.

**OFFICE MANAGER REPORT:**

- 5.a** Appointment of Diane Yates to position of Chairman.

Received public comment from Dennis Rourke.

**Motion:** Melody McLearn      **Second:** Kenneth Wiley      **Carried**  
Ayes: Yates, McLearn, Wiley

- 5.b** Accepted letter of resignation of Daniel Bowman from the Trinity County Waterworks Board.

**Motion:** Kenneth Wiley      **Second:** Melody McLearn      **Carried**  
Ayes: Yates, McLearn, Wiley

- 5.c** Motion to place advertisement in the Trinity Journal for board vacancy from 8/23/23 to 9/13/23.

Received public comment from Dennis Rourke.

**Motion:** Kenneth Wiley      **Second:** Melody McLearn      **Carried**  
Ayes: Yates, McLearn, Wiley

- 5.d** Approved contract for Craig Hair, Jr.'s OPEB retirement. Contract to be sent to Craig Hair, Jr., for signing.

Received public comment from Dennis Rourke, Victoria Schoelen and Craig Hair, Jr.

**Motion:** Melody McLearn      **Second:** Kenneth Wiley      **Carried**  
Ayes: Yates, McLearn, Wiley

- 5.e** Review and accept contract with Craig Hair Construction for assistance finalizing the Ewing Reservoir grant.

Received public comment from Craig Hair, Jr.

**Motion:** Kenneth Wiley      **Second:** Melody McLearn      **Carried**  
Ayes: Yates, McLearn, Wiley

- 5.f** Accept Resolution 2023-0810 allowing an exemption for APN 014-180-95-00 from mandatory sewer connection.

Received public comment from Mike Cherney, Dennis Rourke and Craig Hair, Jr.

**Motion:** Melody McLearn    **Second:** Kenneth Wiley    **Carried**  
Ayes: Yates, McLearn, Wiley

- 5.g** Approved emergency water applications for parcels 014-420-67-00 and 017-440-07-00 for 20,000 gallons per month.

**Motion:** Kenneth Wiley    **Second:** Kenneth Wiley    **Carried**  
Ayes: Yates, McLearn, Wiley

**OPERATIONS MANAGER REPORT:**

- 6.a** Operations Manager, Shane McDonald, updated the board on the water quality. Board requests a letter to be sent out with billing and a notice to be put on website updating the public.

Received public comments and questions from Dennis Rourke, Arnold Bridges, Victoria Schoelen, Craig Hair, Jr. and Mike Cherney.

- 6.b** Approve purchase of a Honda 4 stroke compactor from Bayley Lumber for \$2800.

Received public comment from Craig Hair, Jr.

**Motion:** Melody McLearn    **Second:** Kenneth Wiley    **Carried**  
Ayes: Yates, McLearn, Wiley

- 6.c** Approve purchase of 2' steel plates to upgrade dump truck with sides. Steel costs \$1700.

**Motion:** Melody McLearn    **Second:** Kenneth Wiley    **Carried**  
Ayes: Yates, McLearn, Wiley

- 6.d** Director Wiley recommended Morgan Rourke to fill the vacancy. Director McLearn recommended Angenett Taft to fill the vacancy. The board allowed applicants to present themselves.

Received public comments from Arnold Bridges, Morgan Rourke, Craig Hair, Jr., Dennis Rourke and Angenett Taft.

Motion to recommend Angenett Taft to the Trinity County Board of Supervisors to fill vacant seat on the Trinity County Waterworks Board of Directors for term ending on 12/31/2026.

**Motion:** Melody McLearn    **Second:** Diane Yates    **Carried**

Ayes: Yates, McLearn

Nays: Wiley

- 6.e**    Operations Manager, Shane McDonald, informed the board that he had changed gate codes and locks after the break-in at the sewer plant. New dusk till dawn lights are currently being installed at both facilities.

Received public comments from Victoria Schoelen, Angenett Taft and Arnold Bridges.

**CONFERENCE/EDUCATION SCHEDULE:** None

**COMMITTEE REPORTS:**

- 7.a**    SDRMA Report: None

**BUDGET REPORT/BUDGET TRANSFERS/BILLS PAID:**

- 8.a**    Motion to accept reviewed and ratified August 2023 bills.

**Motion:** Kenneth Wiley    **Second:** Melody McLearn    **Carried**

Ayes: Yates, McLearn, Wiley

- 8.b**    Budget Transfers: None

- 8.c**    Motion to accept budget report.

**Motion:** Kenneth Wiley    **Second:** Melody McLearn    **Carried**

Ayes: Yates, McLearn, Wiley

**SEWER:** None

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

**ADJOURN at 3:38 PM**

**TRINITY COUNTY WATERWORKS DISTRICT #1**

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Diane Yates, Chairman  
Board of Directors,  
Trinity County Waterworks District #1

Attest:

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Brandy Perrone  
Clerk of the Board