

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

Hayfork, CA 96041

May 19th, 2020

2:00 p.m.

Directors Present: Marsha Maraviov, Diane Yates, Kenneth Wiley, Keith Wright

Directors Absent: None

District Manager: Craig J. Hair, Jr. – Present

Guests: Shane McDonald, Mitchell Connor, Brandon Mead

CALL TO ORDER AND ROLL CALL:

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

CONSENT CALENDAR:

a. Minutes of the March 17th, 2020 Regular Board Meeting:

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved the consent calendar as typed. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; No-0; Abstain-0.

COMMUNICATIONS/CORRESPONDENCE:

a. Covid 19: Craig updated the Board on the precautions the staff has been implementing during the pandemic. There is a new window on order to make a pay station in the Board Room. No action taken.

b. Letter form PG&E: PG&E has issued a letter stating the problems with “flushable wipes”. No action taken.

c. Dam Safety Inspection & Risk Informed Decision-Making Regulation: Craig updated the Board on the letter from DSOD. The DSOD will be amending its protocols in a phased approach and is expected to take several years to implement. No action taken.

d. Notice of Availability of Draft: Cannabis Project (P-19-22 Evans) has requested comments from TCWW. The Board discussed the project and no comments were made.

e. Letter from DSOD: Brandy informed the Board that our inundation mapping has been approved by the DSOD and is ready to be attached to the EAP. The DSOD has reclassified Ewing Dam from “significant” to “high risk”. No action taken.

Minutes of the May 19th, 2020 Regular Board meeting continued:

PUBLIC COMMENT/PUBLIC DISCUSSION:

None

PROGRESS PAYMENT REQUEST:

a. SDRMA Notice of Withdrawal Letter: SDRMA has sent us a quote for next year's premium. We are still waiting on a commercial quote. No recommendation made.

b. USFS 10 Acre (Grant Deed) Property Cleanup Report: The Forest Service did an inspection. No action taken.

c. Lot Line Adjustment with Big Creek Ranch: Mike Wines suggested attaching the parcel to the TCWW property. Most of the surveying is done. No action taken.

d. Septage Receiving Vault at WWTP: Craig showed pictures of the new receiving vault at the Wastewater Treatment Plant. No action taken.

e. New Building at WWTP: The footings for the WWTP are completed. Constructing the metal building will be a priority this year. No action taken.

f. Flashboard Increase Request to DSOD: Craig discussed a flashboard increase. He would like to put in an application to DSOD. The application process and engineering are an unknown cost. No action taken.

g. Authorize Investigation of Costs for Engineering Needed for Application to DSOD: Craig would like to apply for a 2' flashboard increase.

MSC by Directors Kenneth Wiley, Keith Wright and carried (4-0). The Board authorizes Craig to spend up to \$1000 investigating the cost of engineering for the 2' flashboard increase. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

h. LWCF Contract #C8963024 \$520,000 Recreation Improvements \$260,000 Match: The LWCF contract has been signed. There is an encumbrance with signing the contract. The contract states that you cannot prohibit the public from outdoor activity in perpetuity. Craig recommends the Board ratify the signed contract.

MSC by Directors Keith Wright, Kenneth Wiley and carried (4-0). The Board ratified the signed contract with LWCF. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

Minutes of the May 19th, 2020 Regular Board meeting continued:

PROGRESS PAYMENT REQUEST continued:

i. SWR Planning Grant #D19-0204000 \$470,500-0% Match: The WTP contract is signed. Process will take several years to complete. Craig recommends the Board ratify the signed contract.

MSC by Directors Keith Wright, Kenneth Wiley and carried (4-0). The Board ratified the signed contract with SWR. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

j. Professional Service Contract with Pace Engineering: Craig recommends signing a contract with Pace for SWRCB planning grant.

MSC by Directors Kenneth Wiley, Keith Wright and carried (4-0). The Board authorized Craig to sign the Pace Engineering contract. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

k. Discussion of Request for Professional Services Process-RFP: Craig explained the process of on RFP. No action taken.

l. RWQCB \$500,000 Planning Grant Update and Report: Craig updated the Board that the planning grant contract has been typed and signed. No action taken.

m. Backflow Prevention Device Testing (In-House) & Billing Fees: Craig discussed with the Board the testing and billing for backflow preventors. No action taken.

n. Contract Craig Hair Construction Amendment/Renewal: Craig has amended the contract for Craig Hair Construction.

MSC by Directors Keith Wright, Kenneth Wiley and carried (4-0). The Board approved the amended contract for Craig Hair Construction for another 3 years. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

CONFERENCE/EDUCATION SCHEDULE:

None

COMMITTEE REPORTS:

None

Minutes of the May 19th, 2020 Regular Board meeting continued:

BUDGET REPORT/BUDGET TRANSFERS/BILLS PAID:

Motion to add April 2020 bills to agenda for review and ratification.

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved adding the April 2020 bills to agenda. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

a. Review & Ratify April and May Bills:

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved and ratified the April and May 2020 bills. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

b. Budget Transfers: None

c. Budget Report: None

OLD OR NEW BUSINESS:

a. Water Service Application APN 014-310-21-00: Craig recommends approving the water/sewer application for \$7066.

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved the water and sewer application for a total of \$7066. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

b. Water Service Application for Dirt Road (Group): Craig has heard nothing back from the group on Dirt Road applying for water. The item has been tabled.

c. Water Service Application for Reservoir Road (Several): Craig would like to approve the application for APNs 014-330-58-00, 014-330-60-00, and 014-330-61-00 as a group. He recommends approving the lot for a sum of \$45,000.

MSC by Directors Diane Yates, Kenneth Wiley and carried (4-0). The Board approved the water application for parcels 014-330-58-00, 014-330-60-00 and 014-330-61-00 for \$45,000. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

Minutes of the May 19th, 2020 Regular Board meeting continued:

d. Salary Recommendations for FY 2020/2021: Craig recommends a pay increase for Brandy from \$3865.54 to \$4000.00 and to pay the health insurance increase of \$63.17 monthly.

MSC by Directors Diane Yates, Keith Wright and carried (4-0). The Board approved the pay increase and health insurance increase for Brandy. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

Minutes of the May 19th, 2020 Regular Board meeting continued:

OLD OR NEW BUSINESS continued:

e. FY 2020/2021 Budget: Craig recommends approving the budget as typed.

MSC by Directors Keith Wright, Diane Yates and carried (4-0). The Board approved the 2020/2021 Budget as typed. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

f. Board Member Vacancy: Craig presented the Board with four letters of interest for the unexpired term of Don Williams.

MSC by Directors Kenneth Wiley, Keith Wright and carried (4-0). The Board has decided to not fill the seat of Don Williams until his term expires in 12/20 due to Covid 19. Chairman Marsha Maraviov, Directors Diane Yates, Keith Wright, and Kenneth Wiley: Yes-4; N-0; Abstain-0.

SEWER:

None

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

Minutes of the May 19th, 2020 Regular Board meeting continued:

The meeting was adjourned at 4:15 P.M.

Respectfully submitted,

Brandy Perrone
Secretary, TCWWD#1