

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

Hayfork, CA 96041

September 19<sup>th</sup>, 2017

2:00 p.m.

Directors Present: Diane Yates, Thomas Lewis, Marsha Maraviov, and Don Williams Directors

Absent: Kenneth Wiley

District Manager: Craig J. Hair, Jr. – Present Shane McDonald, Eric Wentzloff

Guests: Audrey Williamson, Tommy Evans, Mike Cherney, Bill Baker

CALL TO ORDER AND ROLL CALL:

The meeting was called to order by Chairman Diane Yates at 2:00 p.m.

CONSENT CALENDAR:

a. Minutes of the July 18<sup>th</sup>, 2017 Regular Board Meeting:

MSC by Directors Thomas Lewis and Marsha Maraviov and carried (3-0). The Board approved the consent calendar as typed. Chairman Diane Yates, Directors Marsha Maraviov and Thomas Lewis- Yes votes-3, No votes-0, Abstain-1.

COMMUNICATIONS/CORRESPONDENCE:

a. Letter from Sandy Bechtold received after agenda had posted. The Board read letter and will take into consideration.

PUBLIC COMMENT/PUBLIC DISCUSSION:

a. Update on FEET: Audrey informed the Board that about 35 people volunteered on the first phase of the trails. She said that everything went well. October 28<sup>th</sup> is the date set for the next work day.

PROGRESS PAYMENT REQUEST:

a. Scope of work for SRF Grant application: The Board reviewed the attached scope of work that PACE has completed. See attached.

PROGRESS PAYMENT REQUEST:

b. Receipt of time extension request from Div. of Water Rights: Craig requested a time extension for the flow measuring devices at all points of diversion. The request was granted and Craig now has until January 1, 2018 to complete the project. Craig foresees asking for another extension.

c. PERS Actuarial Report from Total Compensation Systems. Don Reynolds will be performing the actuarial report instead of Total Compensation Systems as part of the yearly audit.

d. SDRMA General Liability Inspection June 2017: Craig informed the Board of our audit from SDRMA. We will be implementing the corrections needed from the audit checklist. Craig will be adding Craig Hair Construction to the headers on the paperwork.

e. SDRMA Workers Comp Inspection June 2017: Craig informed the Board of our audit from SDRMA. We will be implementing the corrections needed from the audit checklist. Craig will be adding Craig Hair Construction to the headers on the paperwork

f. Illness and Injury Prevention Plan: The Board reviewed the plan.

MSC by Directors Marsha Maraviov, Thomas Lewis and carried (4-0). The Board approved the Illness and Injury Prevention Plan as typed. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0.

g. Heat Prevention Plan: The Board reviewed the plan.

MSC by Directors Don Williams, Marsha Maraviov and carried (4-0). The Board approved the Heat Prevention Plan as typed. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

h. Confined Space Action Plan and Permit Process: The Board reviewed the plan.

MSC by Directors Thomas Lewis, Don Williams and carried (4-0). The Board approved the Confined Space Action Plan and Permit Process as typed. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

i. Purchase of Atmosphere Monitor: Craig informed the Board that the Atmosphere Monitor is obsolete. We are out of compliance and need to purchase a new approved monitor. Craig asked the Board to approve the purchase.

MSC by Directors Marsha Maraviov, Don Williams and carried (4-0). The Board approved the purchase of a new Atmosphere Monitor. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

Minutes of the September 19<sup>th</sup> Regular Board Meeting continued:

CONFERENCE/EDUCATION SCHEDULE:

None

COMMITTEE REPORTS:

None

BUDGET REPORT/BUDGET TRANSFERS/BILLS PAID:

a. Review & Ratify Bills:

MSC by Directors Marsha Maraviov, Thomas Lewis and carried (4-0). The Board reviewed and ratified the bills. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

b. Budget Transfers: None

c. Budget Report:

MSC by Directors Marsha Maraviov, Thomas Lewis and carried (4-0). The Board approved the budget report. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

OLD OR NEW BUSINESS:

a. Emergency Water Service to Hayfork High School: Craig has been contracted by contractors to set up a water meter to feed the Emergency buildings at the High School. The bill would be \$948.63 to be billed directly to the High School.

MSC by Directors Marsha Maraviov, Thomas Lewis and carried (4-0). The Board approved the temporary meter for the High School. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

b. Water Service to Michael Martins APN #14-18-30: Michael Martins has applied for potable and irrigation water to APN 314-08-30. The 2” irrigation meter has been tabled until Trinity County as adopted a Final Ordinance and Policies with regards to cannabis cultivation.

MSC by Directors Marsha Maraviov, Don Williams and carried (4-0). The Board approved the potable water meter with a \$50,000.00 deposit. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

Minutes of the September 19<sup>th</sup> Regular Board Meeting continued:

OLD OR NEW BUSINESS:

c. Water Service to upgrade Bill's Water Service APN# 14-172-22: Bill's Water Service has requested to upsize the ¾" meter to a 2" meter for his business.

MSC by Directors Marsha Maraviov, Don Williams and carried (4-0). The Board approved the bills meter upgrade for a fee of \$2500.00. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

d. Water Service to Richard Wetzlich (outside district): Richard Wetzlich has applied for ER water for his parcel outside the water district. He has also requested the application fees be waived.

MSC by Directors Thomas Lewis, Don Williams and carried (4-0). The Board approved ER water to Richard Wetzlich. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

MSC by Directors Thomas Lewis, Marsha Maraviov and carried (4-0). The Board approved to waive the fees for Mr. Wetzlich. Chairman Diane Yates, Directors Marsha Maraviov, Thomas Lewis and Don Williams- Yes votes-4, No votes-0, Abstain-0

e. Letter to PERS Board of Director's from Diane Yates: Craig asked PERS to table us until we have something in writing. Marlene Timberlake D'Adamo is supposed to be getting back to us with different scenarios. Craig would like to table the item until we get something in writing from PERS and can seek legal advice.

f. PERS Committee Staff Meeting:

g. Computer and monitoring update and presentation: Craig explained Shane's progress in creating a monitoring system. Shane demonstrates to the Board the camera systems.

h. Brandy Treatment Plant Operator License: Brandy passed her T1 test and is now a T1 licensed operator.

i. Brandy Distribution System Operator License: Brandy passed her D1 test and is now a D1 operator.

j. SDRMA Worker's Comp regarding Brandy: Craig discussed with the Board upgrading insurance on Brandy to include her working at the plant and in the office. No action taken.

Minutes of the September 19<sup>th</sup> Regular Board Meeting continued:

SEWER:

a. Craig informed the Board of the reoccurring problem with duck weed at the sewer plant.

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 3:41p.m.

Respectfully submitted,

Brandy Perrone  
Secretary, TCWWD#1