

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

MEETING MINUTES

April 15, 2025

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

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

- 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 Regular Board meeting of March 18, 2025
- b) Approval and Ratification of April 2025 warrants
- c) Approval of the March 2025 Profit and Loss Report

Director Chris Semer made a motion to accept the Consent Calendar. 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

7. REGULAR CALENDAR

- a) The Board reviewed the 2025/26 budget and tabled the item.
- b) General Manager Shane McDonald informed the Board that he has approached the Hayfork Volunteer Fire Department about installing fire hydrants on the irrigation system to prevent overloading the plant during emergencies. The Fire Department has agreed to purchase three fire hydrants.
- c) General Manager Shane McDonald updated the Board on the quality of the water at Ewing Reservoir. No action taken.

8. POLICY REVIEW

- a) The Board discussed the Water Meter Installation, Removal, and Deposits Policy. Director Arnold Bridges made a motion to adopt the Water Meter Installation, Removal, and Deposit Policy with changes. 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
- b) The Board reviewed the Benefit Policy and directed General Manager Shane McDonald to continue working on it.

- 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.
Director Chris Semer made a motion to accept Septage Dumping Policy, Indemnification Agreement, and Safety Procedures. 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

9. GENERAL MANAGER REPORT

- a) General Manager Shane McDonald updated the Board on his plan to deal with the tules at the sewer plant.

10. CORRESPONDENCE – The Board reviewed the letter from Sharon Sceper regarding the new billing due date.

11. PUBLIC COMMENT CONCERNING CLOSED SESSION ITEMS – None

12. CLOSED SESSION – No Closed Session.

13. PUBLIC ANNOUNCEMENT FOLLOWING CLOSED SESSION – None

14. ADJOURNMENT 3:45 p.m.