

**Konocti County Water District
Board Meeting Minutes
September 27, 2023**

Time: 1: 00P.M.
Location: 15844 35th Ave
Clearlake, Ca, 95422

1.0 **Call to Order- President Priebe called the meeting to order at 1:03 pm**

Board Members Present:
President Priebe
Vice President Stanley
Director Cook

Staff Present:
General Manager Costner
Auditor/Board Secretary Gallizioli

1.0 **Call to Order**

2.0 **Adoption of the Agenda:** This is the time to remove any Consent Agenda item(s) to discuss separately after the motion to approve the Consent Agenda.

3.0 **Public Comment:** This is the time for any member of the public to address the Board on any matter not on the agenda that is within the subject matter of the jurisdiction of the Board. Please complete a Board Meeting Public Comment Slip and present it to the Clerk prior to the start of the meeting. The Brown Act, with limited exceptions, does not allow the Board or staff to discuss issues brought forth under Public Comment. The Board cannot take action on non-agenda items. Please note that comments from the public will also be taken on each agenda item before consideration by the Board. Comments shall be limited to three minutes per person.

CONSENT AGENDA: All items listed under Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board or audience requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda. Director Flora made a motion to accept consent items 4. 6. Vice President Stanley seconded the motion. All were in favor and the motion was carried. Auditor explained that there was a mistake found by Director Flora on my financials for the previous month. She revised the income statement. Director Flora made a motion to accept 5.0. Vice President Stanley seconded the motion. All were in favor and motion was passed.

Consent Items:

4.0 **Review/Approval of Minutes From**
4.1 **** August 23, 2023, Board Meeting**

5.0 **Financial/Business Office Reports to be Discussed/Corrected/Approved**

5.1 **** July/August 2023 Financial Reports**

5.2 ** August 2023 Expenditure Report

6.0 General Manager's Reports:

BUSINESS:

7.0 Business Items

- 7.1 Clear-Well & Pump House, 8X30 Filter, Lake Line Extension and Lake Pump House Project** – General Manager Costner said PG&E keeps pushing back hooking up the Lakeshore pump house. Now they scheduled it for November. He said they still have to do functional testing. The air compressor is on line and they were trained how to use it. He also said the back-up generator was tested and functional. Can't move forward until PG&E comes out.
- 7.2 Konocti County Water System Consolidation and Pipeline Replacement Project, Intertie project with Highlands and Lower Lake and Emergency Raw Water Booster Pump and Filter Media Project.** General Manager Costner said good news they are moving forward with the project. He has the agreement with the tribes. They still need to figure out how many tribal monitors they will need but they figure it out later. They are waiting to hear about the annexation. Hope to go to bid by next month.
- 7.3 Surplus Equipment-** General Manager Costner said he is waiting to get the face book password changed so his employee can put this on face book.
- 7.4 Rate Study- fiscal years 2022-2023** General Manager Costner said we will have information next meeting.
- 7.5 Security – revisit office building security (doors windows and cyber) utility boxes, cloud back-up and server.** – General Manager Costner said we still need some office upgrades He had someone check for bats and we didn't have any. They were able to seal up the siding on the building. He said we still need to paint the building. He had Epindidio quote us on hand rails.
- 7.6 Bylaws/Handbook – revisions and updates** – Nothing new to report will do in the winter.
- 7.7 Ethics Training -Sexual Harassment Prevention Training** - Everyone needs to do the training.
- 7.8 18th Ave Low Income Apartments** – General Manager Costner said we will be getting about \$480,000 for capacity expansion fees plus time and materials for the connections with this new project. He said we do not have a signed contract yet but if we get this money it would cover some of the costs we paid for the 18th Ave project.

8.0 New Business

- 8.1 ** Awarding Lead Operator – Certificate of Appreciation for length of employment** - Tom Parks was awarded his certificate for 15 years of service.
- 8.2 ** Prospective Directors – Interviews, Possible Appointment and possible oath-Director McKay's oath was invalid last month because the vacancy wasn't posted first-** Only one prospective person showed up for the meeting. Motion made by Director Flora to

accept Nicole McKay for the position of board member. Vice President Stanley seconded the motion. All were in favor and the motion was passed. Director McKay took her oath of office.

8.3 ** Highlands Mutual Water Company's General Manager and Board member – discussion about fighting the city takeovers of water districts. Jeff Davis informed our board that Alan Flora reached out to him and expressed he was feeling pressured to take over Highlands and then to get a grant to take over KCWD. Alan Flora asked Jeff to get an answer from his board. Jeff said the reason Alan told him that the city wants to take them over was because they could procure grants for growth and the issues with hydrant efficiency. There was much conversation on this subject. Most of it is speculation. Neither Highland's nor KCWD have been served with any paperwork.

8.4 **Meter Purchase General Manager Costner- Currently we have \$100,000 in the budget for new meter purchases. General Manager Costner asked the Board to increase it by \$17,000 so he could order 500 more meters. There are currently 25-30 meters failing a month and we already have 300 that need to be replaced after the 400 we already replaced. Director Flora made a motion to accept the increase in the budget. Director McKay seconded the motion. All were in favor and the motion passed.

8.5 ** Discuss returning to bi-monthly billing -reduce costs, reduce labor & state rules – Auditor Gallizioli said she would like to go back to bi-monthly billing to reduce costs. She spoke of the pros and cons and expressed that she would like to start this at the first of the year. Director Cook made a motion to return to bi-monthly billing. Director Flora seconded the motion. All were in favor and the motion was passed.

8.6 Interview for new Legal Council – BBK Law Firm Lawyer Ann Siprelle-** Ann Siprelle introduced herself and informed us of her extensive work history with public agency work, community services and joint powers. She is currently a City Attorney for Gustin and Woodland. She was recommended to us by Tom Warnock of Pace. She informed the Board that there would not be a retainer fee and her hourly cost would be \$290.00.

9.0 Closed Session – Went into closed session at 2:40pm Came out of closed session 3:02pm. No action was taken

9.1 ** Potential Litigation (Gov.Code section 54956.9(d) (1).)

9.2 Harris Case (Gov.Code section 54956.9 (d) (1).)**

10.0 Adjournment 3:05pm

Please Note: Agenda items listed with asterisks (**) have additional information available for public review at the business office.

CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA – Consideration of items not appearing on the posted agenda, if necessary, requires the following board action prior to consideration; 1) a determination by a majority vote of the board that an emergency situation exists (as defined in section 54956.9 of the Brown Act); 2) a determination by a two-thirds vote of the legislative body or, if less than two-thirds vote of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

REQUEST FOR DISABILITY – RELATED MODIFICATION OR ACCOMMODATION: A request for a disability-related modification or accommodation necessary to participate in the Konocti County Water District Board Meeting should be made in writing to the Auditor/Secretary at least 48 hours prior to the meeting.

Submitted by:
Paula Gallizioli, Auditor/Secretary

Approved by:
Kirsten Priebe, President