Westport County Water District

P.O. Box 55

Westport, CA. 95488

REGULAR BOARD OF DIRECTORS MEETING

Thursday, April 10, 2025, at 7:00 PM

On Line: via Zoom

NOTE: Call 707-367-1057 or email [wcwd55@gmail.com](mailto:wcwd55@gmail.com)

by noon on April 10, 2025, to access this meeting via zoom.

AGENDA

(All items are considered action items unless otherwise noted. The items below are numbered for convenience only and may not be heard in that order.)

1. Call to Order and Roll Call
2. Entity Governance:
   1. Status of Each Director’s Completion of FPPC Training on AB 1234 – Ethics Training for Local Public Officials (to be taken online every two years at no charge) -- and Submission of Form 700.

3. Consent Agenda

1. Approval of Minutes – Regular Meeting Held on March 13, 2025.
2. Correspondence.
3. Public Comment\* (Limited to 15 minutes)
4. Staff Reports
5. Bookkeeper/Administrator Report (Including Monthly Expenses, Cash Levels and Anonymized/Redacted Delinquent Collection Statistics).
6. Operator’s Report, Including Discussion of Ongoing Technical Operations (see agenda item 6B below please)
7. New Business
   * 1. Brief Discussion on Cyber Crime Prevention Techniques for WCWD. (10 minutes)
     2. Brief Discussion and/or Q&A on WCWD Public Notice requirements for WCWD (Please see recent RCAC seminar slides in advance for overview) (ten minutes)
8. Old Business
9. Review of, and Resolution to Adopt, Draft Ordinance Re Cross Connection Control General Policy and Discussion of Program to Inspect for and Remediate Any Cross-Contamination Issues.
10. Status of and Next Steps for WCWD Capital Improvement Projects.
11. Status of Municipal Service Review & Sphere of Influence Update Prepared by Mendocino LAFCO, and Discussion of Outcome of Public Hearing Held on April 7, 2025, re Same.
12. Status of Director Cardullo’s Review and Cataloguing of Existing WCWD Documents
13. Status of Bell Mountain Timber Harvest Plan on Property Owned by Roger and Michelle Burch Trust.
14. Communications With Mendocino County Board of Supervisors or State Authorities re SWRCB Wastewater Permit Fees.
15. New Business: Brown Act: Continued Digital/Virtual Zoom Meeting Authorization Pursuant to County Health Department Guidance.
16. Adjournment

DIRECTORS: Chairman Lee Tepper, Carla Thomas, Steve Cardullo, Robert Finnell and Gary Weiss

OPERATIONS MANAGER/CHIEF PLANT OPERATOR: John Morrill

ADMINISTRATOR-FINANCIAL CONTROLLER: Kayla Cooper

DRINKING WATER PLANT SHIFT OPERATOR AND DISTRIBUTION OPERATOR: Beck Regalia

DRINKING WATER AND WASTEWATER PLANT SHIFT OPERATOR: David Wilson

**\*Public Comment:** The board welcomes participation in the Board Meetings. Comments shall include any item not on the agenda that is within the subject matter jurisdiction and authority of the District. No action may be taken on any item not appearing on the agenda; however, the Board may direct such items to be placed on the agenda for a future meeting or may request additional information on any such item. The Board may limit testimony to three (3) minutes per person and not more than ten (10) minutes for a particular subject. **Addition to Agenda** (if any) in accordance with Section 54954.2(b)(2) of the Cal. Government Code (Brown Act): Two-thirds Vote required for action items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after the Agenda was posted.)