

Board of Director's Minutes
September 24, 2024
Regular Meeting (Teleconference)

Rachel Sarina, President called the regular meeting to order at 6:09 P.M.

I. ROLL CALL

BOARD MEMBERS PRESENT

Rachel Sarina, President
Dan Floyd, Vice President
Kent Van Valkenburgh, Director

ABSENT

Matt Westbrook, Director
Sam Hernandez, Fiscal Office

STAFF PRESENT

Jeff Beard, General Manager
LeeAnn Burcham, Office Manager

OTHERS PRESENT

II. ADDITIONS OR DELETIONS

Rechal stated the deletion of item one under new business.

III. PUBLIC COMMUNICATIONS

None.

IV. CONSENT CALENDAR

Item 1: Approve minutes from August 2024 board meeting.

Item 2: Approve August 2024 payables for \$76,494.55. **Dan Floyd added motion, Kent Van Valkenburgh second. Ayes: Kent Van Valkenburgh, Dan Floyd, and Rachel Sarina. Nays: none.**

V. OPERATIONS

Item 1: General Manager Report

Jeff lists the routine items: Control room routine, daily storage tank reads, weekly routine sampling; delivered to Crescent City Lab, weekly CL2 residual testing, monthly reports submitted to State, started meter reads for October, and had one dig alert.

He then stated the special projects completed, in the process of completing, and future plans.

- Installed new 4-inch meter and rebuilt piping to meter at Ship a Shore.
- Repaired service line leak at 225 Westbrook Lane.
- Repaired leak on South Indian Road.
- Investigating high usage/possible leak on north end of system.
- Manually operating SurfSound and Nautical pump stations due to loss of level control.
- Attended County HMP meetings/working with GHD to complete worksheets for grant applications.
- August Account Receivables in the amount of \$62,824.65.
- August Hall rentals in the amount of \$1,070.00.
- Continue working with GHD for Hazard Mitigation Grant.
- Continue installing new meters.

- Continue replacing stopped/broken meters in system.
- Replace 4-inch valve on bypass for North tank.
- Collect lead and copper samples.

VI. FISCAL

Item 1: Update on local accounts.

Board members discussed and decided to move this item to the next meeting.

VII. OLD BUSINESS

Item 1: Approve quote for HWY 101 boring job. (Discussion/Action)

Jeff stated the quote includes all the work.

Kent Van Valkenburgh added motion, Dan Floyd second. Ayes: Kent Van Valkenburgh, Dan Floyd, and Rachel Sarina. Nays: none.

Item 2: Rowdy Creek mainline break on July 3rd. (Discussion)

Jeff stated this job has been done.

VIII. NEW BUSINESS

Item 1: Approve LeeAnn's travel expenses for conference. (Discussion/Action)

*Item deleted.

Item 2: Approve Recology's use of empty lot for community recycle bin. (Discussion/Action)

Board member discussed and have agreed to give Recology a three-month trial.

Dan Floyd added motion, Kent Van Valkenburgh second. Ayes: Kent Van Valkenburgh, Dan Floyd, and Rachel Sarina. Nays: none.

IX. CLOSED SESSION

Item 1: Discuss and take action on District's employee health benefits contribution.

CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representative: Jeff Beard, General Manager.

Unrepresented employee: Field and office staff.

Nothing to report.

X. BOARD OF DIRECTORS COMMENTS

Kent commented he would like the front porch of the community hall fixed.

Jeff stated the front porch will be fixed by the next board meeting.

XI. ADJOURNMENT

Rachel Sarina motioned to adjourn the meeting at 7:30 P.M. Dan Floyd seconded.

Respectfully submitted,

Jeff Beard, General Manager