

**Board of Director's Minutes**  
**May 28, 2024**  
**Regular Meeting (Teleconference)**

Rachel Sarina, President called the regular meeting to order at 6:13 P.M.

**I. ROLL CALL**

**BOARD MEMBERS PRESENT**

Rachel Sarina, President  
Dan Floyd, Vice President  
Sam Hernandez, Fiscal Office

**ABSENT**

Kent Van Valkenburgh, Director  
Matt Westbrook, Director

**STAFF PRESENT**

Jeff Beard, General Manager  
LeeAnn Burcham, Office Manager

**OTHERS PRESENT**

**II. ADDITIONS OR DELETIONS**

None.

**III. PUBLIC COMMUNICATIONS**

None.

**IV. CONSENT CALENDAR**

**Item 1:** Approve minutes from April 2024 board meeting.

**Item 2:** Approve April 2024 payables for \$61,210.93. **Dan Floyd added motion, Sam Hernandez second. Ayes: Sam Hernandez, 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, and 1 dig alert.

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

- Jeff passed his water treatment test.
- April Account Receivables in the amount of \$57,370.44.
- April Hall rentals in the amount of \$740.00.
- Continue installing new meters.
- Continue replacing stopped/broken meters in system.
- Work with Solomon Electric to start switching over to the new chlorine injection system.
- Replace 4-inch valve on bypass for North tank.
- Repair air relief service line on Denny Lane.

**VI. FISCAL**

Sam stated the updates on the water, hall, connections, and light accounts. A amount of money was spread across all accounts into CDs for 6 months.

**VII. OLD BUSINESS**

**Item 1: Chlorine system update.**

Jeff stated when he was tightening a relief valve it snapped. He ordered the replacement piece and by next week the chlorine system will be up and running.

**Item 2: Hall renovation update.**

Jeff stated there are more delays. The product should be in within 2 weeks.

**Item 3: Bridge repair update.**

Jeff stated he hasn't received any other quotes. However, he spoke to GHD and they state the district will be able to use the Planning Grant for the bridge repair.

**VIII. NEW BUSINESS**

**Item 1: Approve quote for bore job under the 101 HWY for 2-inch services.**

Jeff stated this company is called T3Electrical and this quote is very reasonable. This quote is for both locations.

Rechel asked about the exclusions.

Jeff answered that the exclusion will be done by McLennan Construction.

**Sam Hernandez added motion, Dan Floyd second. Ayes: Sam Hernandez, Dan Floyd, and Rachel Sarina. Nays: none.**

**Item 2: Approve quote for from McLennan Construction for bore prep work, traffic control, installation of new service lines, and abandonment of old service lines.**

Jeff stated this quote is reasonable. We would need to supply the materials, which will cost roughly \$6-7,000.00.

**Dan Floyd added motion, Sam Hernandez second. Ayes: Sam Hernandez, Dan Floyd, and Rachel Sarina. Nays: none.**

**IX. BOARD OF DIRECTORS COMMENTS**

Rachel asked about the Coast Central water account.

Jeff answered during the next board meeting the board will go over the budget and discuss moving stuff around then.

**X. ADJOURNMENT**

Sam motioned to adjourn the meeting at 6:25P.M. Dan seconded.

Respectfully submitted,

Jeff Beard, General Manager