

Board of Director's Minutes
July 23, 2024
Regular Meeting (Teleconference)

Dan Floyd, Vice President called the regular meeting to order at 6 P.M.

I. ROLL CALL

BOARD MEMBERS PRESENT

Dan Floyd, Vice President
Kent Van Valkenburgh, Director
Matt Westbrook, Director
Sam Hernandez, Fiscal Office

ABSENT

Rachel Sarina, President

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 June 2024 board meeting.

Item 2: Approve June payables for \$22,885.68. **Matt Westbrook added motion, Sam Hernandez second. Ayes: Sam Hernandez, Kent Van Valkenburgh, Dan Floyd, and Matt Westbrook. 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, two dig alerts, and valve maintenance (list of bad valves will be ready for next board meeting).

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

- Starting meter reads tomorrow (July 24, 2024).
- Repaired service leak on Prince Island Drive.
- Repaired service leak at 12580 S Indian Road.
- Repaired leak on Rowdy creek crossing.
- June Account Receivables in the amount of \$50,771.62.
- June Hall rentals in the amount of \$970.00.
- 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: Review and approve 2024/25 draft budget. (Discussion/Action)

Jeff stated code 1035 Transfers in for Capital Improvement amount has been bumped up. Code 5090 Maintenance/Repair Supplies amount has been bumped up for meter order.

Sam Hernandez added motion, Matt Westbrook second. Ayes: Sam Hernandez, Kent Van Valkenburgh, Dan Floyd, and Matt Westbrook. Nays: none.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

Item 1: Discuss the health insurance 12-15% cost increase and options for decreasing the burden on employees. (Discussion)

Jeff stated health insurance has gone up again. Then stated the research he has done with speaking with other special districts. For example, one District stated they pay 75-95% of the cost for premium health insurance for their employees. Then suggested the option of having the district pay a percentage instead of a set amount for the employees.

Kent stated he would like to have a closed-door meeting for the board to discuss what percentage the district will pay for health insurance for the employees.

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

Jeff stated Rowdy Creek Fish Hatchery's contractor stated they broke one of our mainlines. The district and the contractor were able to create a loop for the meantime. Going forward, the contractor agreed to pay for parts, and we agreed to do the labor to get it fixed.

Item 3: Wells chlorine contact time issues and possible remedies. (Discussion)

Jeff stated our new State Controller is Tom Cary. Tom got in contact with Jeff asking about this issue. Jeff stated the possible remedies to fix this issue, adding 160-200ft long 24-36inch pipe.

Kent asked Jeff to do some research of the cost difference of 160ft long 24inch pipe vs 160ft long 36inch pipe vs 200ft long 24inch pipe vs 200ft long 36inch pipe. Also, asked how much the chlorine cost will go down after this project is completed.

Jeff stated he will do the research and get back to the board. As for the cost of chlorine, it should go down about 50%.

Item 4: Approve meter order. (Discussion/Action)

Kent Van Valkenburgh added motion, Sam Hernandez second. Ayes: Sam Hernandez, Kent Van Valkenburgh, Dan Floyd, and Matt Westbrook. Nays: none.

IX. BOARD OF DIRECTORS COMMENTS

Kent asked how our new employee, Seth Waters, is working out.

Jeff answered that Seth is doing great and having Seth has given him more time to do General Manage stuff.

Kent mentioned he noticed a leak at Ship Ashore and then asked about the boring job.

Jeff replied Ship Ashore is aware of the leak and that the boring job has been cancelled for now.

X. ADJOURNMENT

Sam Hernandez motioned to adjourn the meeting at 7:10P.M. **Matt Westbrook** seconded. Respectfully submitted,

Jeff Beard, General Manager