

**Timber Cove County Water District**

**Board of Directors**

**General Meeting Minutes**

1-Call to Order: 10:02AM 4-27-19

Roll Call: John Rea, Chris Feddersohn, Stuart Drake,

Staff: Water Operators Tanner Heirs, Cory Cresswell Guest: Ron Case, Michael Hallett, Larry and Sharon Bonelli, Spencer Lipp, Carolyn Abst,

2-Approval of Agenda: John Rea moved Stuart Drake seconded to approve the agenda. The agenda was approved unanimously.

3- Approval of the minutes: John Rea moved Stuart Drake seconded to approve the 2-16-19 meeting minutes. The minutes were approved unanimously. John Rea moved Stuart Drake seconded to approve the 3-23-19 meeting minutes. The minutes were approved unanimously.

4-Public Comment: Sharon Bonelli asked about the interest charges on the large water bill she received due to her leak/vandalism water loss. Chris Feddersohn explained that there would be no interest if paid off in one year and a one-time 10% interest fee applied on the balance after one year. Due to the confusion Chris Feddersohn said he would have Melany Collett, District Manager, send a new bill clarifying the interest charges...

Carolyn Abst asked about the status of County fire abatement program. John Rea explained that the inspections were going to be handled by the local fire department under the authority of the county program and that the inspections would begin next month.

Carolyn Abst also suggested that the board sponsor a contest for screening the water tanks and equipment to improve the looks of our community. Chris Feddersohn acknowledged that they would look better and said he would be supportive of screening and that a competition might be the answer.

5-President's report: Board President Chris Feddersohn presented the following. 1-A meeting was held with John Comfort (computer/security expert) to explore better computer security and enhanced interaction of our computers and equipment which could improve automatic operation of the water system and improve security. Mr. Comfort made some security corrections and will get back to us with a proposal for further equipment communication improvements and security option 2- We had an electrician put in a new circuit breaker in the "office" to expand electrical access 3- New bulletins boards have been purchased to post meeting notices etc. 4- Chris also presented some things that the Sea Ranch water district is doing such as leak detection meters. Our district is reaching out to other local districts to learn from them. 5-Our attorney gave President Chris Feddersohn guidelines on conducting trainings, field trips and workshops in compliance with regulation.

6-Office Permit Report: Michael Hallett, architect reported results of our request to get a Coastal Permit from Sonoma County to convert the inherited "storage structure" (the office which was never approved to be an office) to eventually a permitted office structure. The permit was denied due to actually needing a zoning change, according to Jennifer Faso, Project Planner to use the structure as an office. Michael Hallett and John Rea will meet with her to develop a plan to move towards compliance with regulation to have an approved office with restroom facilities etc.

7-Operator report: Water operator Tanner Heirs made a presentation og items the staff are working on. 1- Maintenance schedules and calibration schedules are being produced for more consistent operation of the plant. 2-He just finished the required annual report.3-The report on the survey of the Pacific View properties has not been received yet. 4-A maintenance schedule for removal of "mud balls" from the filter train has been established. He identified there is a need for a pressure washer. 5-They, have identified that most of the leaks in our system

have been in PVC piping. 6-They have been checking how corrosive our water is. The PH balance of the water is good. 7-Cla-Val has presented a \$5000.00 bid to replace piolet valves and install repair kits.

**John Rea moved and Chris Feddersohn seconded to accept the Cla-Val bid. The motion was approved unanimously.**

8-The staff reported that they spend about 45% of their time on capital improvements. 9-Tanner corrected a report from last meeting stating that there had not been a "fish kill" that the dead fish were an isolated issue. He did find out from the state that it is ok to use the aerator in the reservoir. 10- Staff have begun a new schedule of flushing our 47 fire hydrants. They will now be flushing one a day. 11- Corey Cresswell has labeled and located all valves and developed an Emergency Isolation Plan for more efficient operation. 12-Tanner Heirs has acknowledged the first priority for computer expert John Comfort will be the automatic reporting of tank water levels.

At this time Corey Cresswell asked that the Board conduct Performance Evaluations and presented a sample evaluation form. President Chris Feddersohn said he would review it.

8-Treasurer's report: No treasurer's report was presented due to the absence of Treasurer John Howland.

Audit status- No update regarding the audit was available but President Chris Feddersohn stated he felt no progress had been made by Treasurer John Howland. Stuart Drake asked if we could direct Melany Collett to make completing the required paperwork a priority this month. Chris Feddersohn said he would ask her to do this and have her report back at the next board meeting.

9-Business items:

9.1Base Rate Resolution discussion: Chris Feddersohn made a presentation regarding the use of base rate funds as it relates to Resolution 2014-006. He led a lengthy discussion, with community guests asking questions, regarding the use of funds. His position was that the resolution prevented the District from using funds most efficiently for our customers with the overall goal being reduced water costs. He believes that we are heading in the right direction regarding reducing costs and that rescinding Resolution 2014-006 would help continue the progress.

**John Rea made a motion to rescind base rate Resolution 2014-006 immediately and to look in to developing new guidelines by 10-01-19. Chris Feddersohn seconded. The motion passed unanimously.**

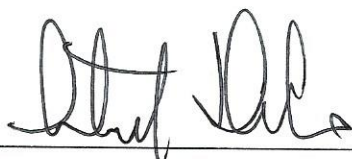
9.2Approval of Bills: John Rea moved Stuart Drake seconded that we pay the presented bills. Motion m passed unanimously.

9.3 Back Flow Regulations: We have a Cross Connection Program ready to implement. The first step is to send out a survey. A \$50.00 fee could be imposed for properties not completing the survey which would then trigger a site survey. This needs to be done this year. Right now we have 183 meters and 76 properties with a back flow device. Chris asked that we review the information in the Board packet.

**Chris Feddersohn moved and John Rea seconded to schedule a Back Flow Device meeting. Motion approved unanimously.**

10. Next meeting is scheduled for 5/25/19 at 10:00am, Fort Ross School

11. Meeting adjourned

Attest  Date 5-25-19

The Secretary of TCCWD hereby certifies the above minutes were approved and adopted by the Board on the above date.