

Timber Cove County Water Districts

Board of Directors

General Meeting Minutes

1. **Call to order**: 10:08 am on 2/22/20

Roll call: Christ Feddersohn, John Rea, Kris Kilgore, Spencer Lipp, Tim Winterer (absent on vacation)

Staff: Melany Collett and Tanner Hiers

Guests: Ann Vernon, John & Yvonne Gray, Diane Feddersohn and Ivan Trujillo

2. **Approval of Agenda**- John Rea moves to approve the agenda, Spencer Lipp seconds- 3 ayes and one abstention from Kris Kilgore. Kris Kilgore rescinded her abstention at the end of the meeting. Agenda approved unanimously

3. **Approval of January 20, 2020 minutes**-John Rea moves to approve minutes, Chris Feddersohn seconds- approved unanimously

4. **Public comment**- Diane Feddersohn commended Tanner, Melany and Cory for their professionalism and service to the district and says she has not seen it run this well in many years. John Gray asks Kris Kilgore why she did not approve the agenda? Chris Feddersohn says that question may be answered during the meeting.

5. **President's report**- Chris Feddersohn explains there was a working meeting prior to the board meeting to work on revising the standing rules and regulations. We will be adding the CA codes to our standing rules. Once approved they will be posted for the General public. Chris Feddersohn also states that the directors will have the closed session minutes from the January 20, 2020 meeting available for the directors to read after the meeting. Chris goes on to report that TCCWD got a new propane 500-gallon propane tank installed. TCCWD did not trade in the old 250-gallon tank we kept it for potential future projects. There have been mice in the office Chris will set traps and donate a door sweep to the office. Chris asked Tanner if he would not mind coming to check the traps in the office each day. Chris received a nice email from the Trujillo's reporting that the soundproofing work on Tank 2 has reduced the noise. The Trujillo's' will give TCCWD and update after the next season.

6. **Operators Report-** Tanner Hiers passed out the monthly operator's report. Tanner explains that TCCWD had 18,000 gallons of unaccounted water for the past month which he says is a high number , he did research and determined he will be doing a 3 month water audit on TCCWD to make sure they can pinpoint in detail where the water loss is so there is proper accounting. Tanner says the water loss is about 4% and as a district you should run 10% or less so TCCWD is still within a good percentage rate Tanner is working hard to insure the data collected and reported is as accurate as possible especially on the losses. The annual report was sent to the board in January that was done by Tanner. It was his first full year to produce the annual report with data he collected. Chris Feddersohn asked if the line for the TCCWD FD was working and Tanner replied that he has checked the line and it is working and not clogged. Tanner calculated that the new propane tank will last 10 days at 24/7 if needed. In the case of a power outage TCCWD would run as normal. Tanner presented the new Water Protection Shut off Act Senate Bill 998 which was signed into law by Governor Jerry Brown (codified at Health and Safety Code 116900-11626) Melany Collett says she will be working with Treasurer John Gray on implementing this code into TCCWD collection policy. Tanner presented AB54 a webinar which is a requirement for each new board director be required to take a two-hour qualified training course. <https://www.events.rcac.org/assnfe/ev.asp?ID=2066>. Tanner presented a quote for THM removal system (aerator). Kris Kilgore asked if it included labor and Tanner replied that it did not as TCCWD requires certain guidelines when hiring a contractor. Kris Kilgore provided information about past companies she worked and will send Melany the information.

MOTION Chris Feddersohn moves to approve the Quote for the aerator with a quote for labor to follow, Spence Lipp seconds- passed unanimously

7. **Treasurer's report-** Chris Feddersohn state the 14/15 audit is in Draft is in. TCCWD is waiting for the management report. Chris Feddersohn states he is working on having John Gray our new Treasurer on board and up to speed by the next meeting.

8. NEW BUSINESS

8.1 Correspondence between board members- Chris Feddersohn explains that an email exchange happened between board members sent by Kris Kilgore should have been sent to the board in its entirety to be discussed at a meeting. Chris Feddersohn does not want business conducted outside a meeting. Spencer Lipp asked for clarification on correspondence between board members. Chris Feddersohn said he would get clarification as to not violate the Brown Act.

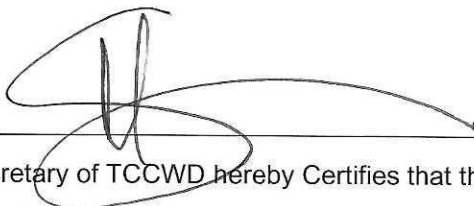
8.2 Retrieval of records from former treasurer John Howland- Chris Feddersohn ask Kris Kilgore to help retrieve all financial records from John Howland. Kris Kilgore will plan to have the documents (Financial Binders) copied and will either pay for them on her own and be reimbursed or have the copying company call the office direct for the payments.

8.3 Setting goals for 2020- In 2019 TCCWD prepared a list of goals for 2020. Chris Feddersohn states this list is ongoing and some things may or may not be done but he is open to adding items. All items will be discussed and prioritized as we review the goals in our working meetings and regular meetings.

8.4 Rate discussion- Chris Feddersohn wants to work on ways to possibly revamping the water TCCWD charges for water. Chris Feddersohn would like to revisit the rate discussion after treasurer John Gray reviews TCCWD financials.

8.5 Approval of bills-Kris Kilgore motions to approve, John Rea seconds – unanimously approved

9. The next regular board meeting will be March 28, 2020. The meeting was adjourned at 1:25pm

Attest:  Date: 3/27/20

The secretary of TCCWD hereby Certifies that the above minutes were approved and adopted by the board on the above date