Timber Cove County Water District

Board of Directors

General Meeting Minutes

March 2023

1. **Call to order** - 10:03 am

Board members- John Rea, Kris Kilgore, John Gray, Spencer Lipp and Jay Kvapil (via zoom)

Guests- Melany Collett, Jeff Hughes, Anne Vernon, Chris Feddersohn, Scott Heffner, Yvonne Gray, Sal & Cindy Culcasi, John Rossen, Renee Fernandez-Lipp, Shannon Saramaa, Lorrie Uribe, Ryan Gomez, Nancy Moricz, and Sheryl Parsons

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2. **Approval of Agenda- John Gray moved to approve the agenda- John Rea seconds- motion passed unanimously**

3. **Approval of Minutes from the Feb 25, 2023, meeting- John Gray moved to approve the February minutes-John Rea seconds -Kris Kilgore nay- motion passed**

4. **President's report-** John Gray talked about inflation costs and the district decreasing the water rates by 22%. John stated he sent out a recent open letter to the community (this letter is on the district website at https://www.timbercovecountywaterdistrict.org John stated that Mead & Hunt was present at this meeting to present their proposal with the directors on a full system evaluation.

5. **Operator's report**-Jeff Hughes stated it had been a pretty good month and the district had weathered the storm pretty good. Jeff stated production has been down 29% vs last year. Jeff stated that year to date we are down 37%, which means we are not making and selling enough water. Jeff stated the Timber Cove resort usage is down as well and says its comparable to residential use down. Jeff said the resevoir is overflowing and he is not currently pumping from the weir. Jeff stated the resevoir received 3 million gallons via direct rain, which he said was

impressive. Jeff said water loss is still at about a 15% loss. Jeff spent a day with a Claval technician going over control valve settings and performing maintenance on them. At the PRV station they determine that a cheap pressure gauge was installed on the upstream side of the PRV station, and it had ruptured and leaked. They replaced the gauges in the vault with a quality stainless steel version. On tank 2 Jeff stated that they were able to identify why there was a loud noise happening when there was a downstream demand. The solution was adding an additional 2" PRV inline to step down the pressure and now it's operating silently and correctly. Jeff hired a new operator in training that will start April 3rd. Jeff also spoke to someone at Sea Ranch to see if there was someone to fill in at the District should Jeff need relief for vacation during the training process.

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6. **Treasurer's Report-** Melany Collett read the treasurer's report. A full copy of this report is available online at https://www.timbercovecountywaterdistrict.org

6.1 Moving funds from LAIF to operating account to replenish funds spent on Capital Improvement items- **Kris Kilgore motions to move funds from LAIF not to exceed $100,000.00 for this fiscal year to restore the operating fund -John Rea seconds-motion passed unanimously**

7. New Business

7.1 **Processes and adherence to agenda items and public comment rules-** John Gray reviewed processes for public comment. Public comment will be timed at 3 minutes using a timer

7.2 **Presentation on full system evaluation** was done by Nancy Moricz

7.3 **Presentation on Microfiltration vs. Direct Filtration**-Jeff Hughes presented on this item

7.4 **Ultrafiltration vs Direct Filtration repair and maintenance**- Discussion ensued with Directors

John Gray moved to table further discussion on a replacing the plant so Jeff can continue to do research on what the district needs to do in phases on upgrades to the plant -John Rea seconds

Additional discussion ensued

Kris Kilgore nay- motion passed

8. Old Business

8.1 **Meter update**- Some meters have arrived the balance has shipped

8.2 **Reserve Study-** John Gray rejected the first draft as it is missing some components

8.3 **Water rates-** John Gray stated the district costs have gone up, production has gone down and the price of water has gone down. John Gray explains a resolution was signed at the time the water was lowered to 0.07 a gallon that the District could raise it back to 0.09 a gallon should conditions warrant the increase.

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John Gray moves to consider going back to 0.09 a gallon- Kris Kilgore seconds-Discussion ensued- the board decided to move this item to next month's agenda to allow the public to weigh in and or attend the meeting

8.4 **Setting date for Public Hearing discussion** - John Gray deferred to another date to be determined

8.5 **Customer Request to utilize leak forgiveness**- Lorrie Uribe explained his leak and how he remedied the problem. Lorrie Uribe requested to utilize the leak credit policy

Kris Kilgore moved to give a reduction to Lorrie Uribe at 0.06 gallon -John Gray second motion passed unanimously

9. **Public Comment-** Bob Litchner commented about consideration of customers during public comment, Ann Vernon read her public comment about community relations, Scott Heffner made a public comment about water rates, Melany Collett made a comment about safety equipment for employees

10. **Approval of the bills-** John Gray moved to approve the bills- John Gray seconds- motion passed unanimously

11. **Setting the Agenda, Time & Place for Apr 22, 2023,** - John Gray moved to set the agenda - John Gray seconds- motion passed unanimously

12. **Adjournment** -John Gray moved to adjourn the meeting, John Rea seconds – motion passed unanimously

Attest:_____ Date 4/22/23

The secretary of TCCWD does hereby certify that the above minutes were approved by the board on the above date

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