Timber Cove County Water District

Board Meeting Minutes- December 2023

1. **Call to Order**

Board- John Gray, John Rea, Jay Kvapil, Spencer Lipp and Bob Leichtner

Guests- Chris Feddersohn, Yvonne Gray, Linda Willis, John & Lisa Melo and Mark and Teresa Hosman

Guess Via Zoom- John Rosson, Reyna Fernandez, Alex Kramer

2. **Approval of agenda**

John Gray moved to approve the agenda; Bob Leichtner seconds-passed unanimously

3. **Approval of minutes form October 28, 2023, meeting-** *deferred to January 2024 meeting*

4. **President's report-** No president's report john Gray stated there isn't anything to add that is not covered by the agenda

5. **Operator's report-** Joey presented the November treasurer's report for a full copy of the report click the following link November 2023 Treasurer's Report

6. **Treasurer's report-** Melany Collett read the October 2023 financials presented on December 2, 2023 for a full copy of the report click the following link October 2023 Treasurer's report presented 12/2/23

7. New Business

7.1 Authorizing collections of delinquent accounts by the County of Sonoma

John Gray explains the purpose of this resolution. John explains the current process for delinquent accounts is a notice of 30, 60 and 90 days to the customer ,the customer can appear before the board and final step is a lien filed against the property. John states this resolution

while allow the District to send the delinquent accounts to the County . John explains the County will incorporate our delinquency into the customers tax roll.

Discussion ensued, Bob asked if the District determines whose accounts go to the County. John Gray replied yes. Spencer asked if this changes the districts policies, John stated that the district would continue their policy of sending 30-, 60- and 90-days notices to the customers and the County would collect the annual delinquencies for non-payers. Melany explained that this resolution allows the District to send the non-paying delinquent customers to the County once a year and it does not change the district's policy . Melany explained that there are customers with large outstanding debt that pay just enough to not be sent to collections or they have stopped paying on their payment's arrangements. Bob asked if we the district is required to give the 30, 60 , 90 days delinquent notices or if the district could shorten the time period to 60 days and then turn it over to the County . Melany confirmed with Bob this resolution only allows the County to collect on our behalf accounts we turn into them for non-payment. Spencer wanted to make certain this resolution does not affect the customers who may have forgotten to pay a bill . Bob suggested sending a notice to customers regarding this procedure. Melany stated that the notifications would go out in the January-March billing. Yvonne Gray asked when the district would receive the funds. Melany stated since the collection is based of the County's fiscal year we would be paid by their schedule . Melany will follow up on this.

John Gray moved to authorize collections of delinquent accounts by the County of Sonoma by Resolution 2023-C1, Bob Leichtner seconds- passed unanimously

7.2 **New Hire-** John Gray said it took 4 months to find a new hire and that the district is happy with the choice to hire him

8. **Old Business**

8.1 **Coastland study-** John stated as mentioned previously in Joey's operator report the study in underway

8.2 **Discussion on bond vote-** John tabled this item , if the subject comes up again it will be taken off the table

8.3 **Lyons Court update-** John stated he has a couple bids, and they were astronomical, and he has gotten a bid for a prefabrication home and will get a bid on that . John also said he has a septic from Timber Cove Excavating. John stated the cost of a prefab is $78, 850.00. John stated it would need foundation , labor and mechanical however it is much less that a full build. John will be providing a package with contractors, credentials and costs to the board. John stated the biggest cost is prevailing wages which the district is subject to paying.

8.4 **Update on billing software & meter reads-** Melany Collett stated they are still working on why the billing statements show usage is cubic-feet vs gallons

8.5 **Committee report-**no update

9. **Public comment –** John Rea mention scotch broom around TC and he had run into Frank Fonsu and asked him to clean up the scotch broom at the weir. Anne Vernon also mentioned an email she had sent into the board asking to if they could make the customers aware of the scotch broom issue.

10. **Approval of the bills**

Bob Leichtner moved to approve the bills; John Rea seconds-passed unanimously

11. **Setting Agenda, time & Place for January 27, 2024**

John Gray moved to set the agenda for January 27, 2024, Bob Leichtner seconds-passed unanimously

12. **Adjournment**

John Gray moved to adjourn the meeting, Spencer Lipp seconds, passed unanimously

Attest: _____ Date 1/27/24

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