

**TIMBER COVE COUNTY WATER DISTRICT  
Board of Directors  
General Meeting Minutes  
July 23, 2022**

1. **Call to Order -10:02 am**

**Board members:** John Gray, John Rea, Kris Kilgore, Tim Winterer and Kris Kilgore

**Guests:**

Anne Vernon, Melany Collett, Jeff Hughes, Ryan Gomez, Lorrie Uribe, John Howland, Cindy Culcasi, Michael Sargent, Chris & Diane Feddersohn, Grace O'Malley, Renee Fernandez-Lipp and Carolyn Abst

2. **Resolution Ratifying the COVID-19-remote teleconferencing-**

John Gray moved to Adopt this Resolution No.2022-09, John Rea seconds-passed unanimously

3. **Approval of Agenda:**

John Gray moved to approve the agenda, John Rea seconds

Discussion: Kris Kilgore asks what kinds of action is on the agenda for the Capital Improvement plan- Spencer Lipp explains that the action item is to approve the Capital improvement plan

Kris Kilgore nay- motion passes

4. **Approval of Minutes from June 4, 2022 & June 18, 2022:**

John Gray moved to approve the June 4, 2002, minutes, John Rea seconds

Discussion: Kris Kilgore wanted to object to the public statement attached to the June 4, 2022, minutes. Kris stated although she knows it's public comment, she felt this as a personal attack against her with misinformation and it felt was wrong.

Kris Kilgore votes nay- motion passes

NOTE: Tim Winterer voted in favor of passing the June 4, 2022, by raising his hand via ZOOM, he was on mute

John Gray moved to approve the June 18, 2022, minutes, John Rea seconds- motion passed unanimously

5. **President's Report:** John Gray announced the annual Consumer confidence report was completed and all the water quality requirements from the State of CA were met. John stated despite a hiccup by Fish Game & Wildlife the biological study was completed at the weir so the clean up can begin. John announced that the capital improvement committee has completed the Capital Improvement Plan with their recommendations. John stated that the County of Sonoma has received our application for septic permit and as soon as they approve it, he hopes to provide sanitary facilities for the employees and becoming compliant with the law. John stated that the survey required has been completed as well. John said Martin Breuer has completed the plans for review and that the District will need to complete a soils report for the engineering of the foundation. Out of respect for the presenter as well as time constraints John reminded the directors as well as the attendees to refrain from interrupting.
  
6. **Operator's Report:** Ryan Gomez spoke and stated water production was about 335,000 gallons of water so far and anticipates about 400,000 gallons by month end. Ryan stated the reservoir level is at 23.8 ft. and we have plenty of water. Ryan stated he collected about 100,000 gallons of that from the creek this month. Ryan stated that working with Fish Game & Wildlife has been great and the permit is good for 5 years and they can go clean up at the weir anytime. Ryan stated he is in contact with Piazza for the PRV valve, Piazza is getting the parts needed and he should have a date for the repair soon. Ryan has a meeting scheduled with XIO next week to go over SCADA. Ryan stated CRWA was out the previous week and reviewed the CIP Plan. Ryan stated Jeff Hughes is now back flow certified and will be added to our list of professionals to use. Ryan stated that they will be going over the backflows around the district and what is required. Ryan stated there will be changes and upgrades to the backflow requirements.
  
7. **Treasurer's Report:** Michael Sargent reviewed the bank balances, and a full copy of the treasurer's report can be found online at
  
8. **Old Business-**
  - 8.1 **TCCWD Admin office update-** John reiterated some information mentioned in the Presidents report above. John stated there was a survey done of Northeast corner to make sure the setbacks are correct. John noted he saw solar panels on the drawings and is awaiting whether those are required.
  
  - 8.2 **PRV Koftinow/Ruoff update-** As Ryan mentioned above, he is waiting on a date from Piazza to begin the work on the PRV.

9. **New Business:**

9.1 **Need for Soils Report Foundation Engineering:**

John Gray moves to have the soils report done not to exceed \$5000.00, John Rea seconds -passed unanimously

9.2 **Add'tl requirements for biological study @Weir**

John informed us that Fish & Wildlife received out biological report which indicated no further action is required with the exception that the creek needed to be dry within 500 feet in either direction prior to cleaning for the protection of the yellow legged frog. John was able to speak to the Director and they came to an agreement Kris Kilgore commended John & Ryan for their work with Fish Game & Wildlife and thanked them for their work.

9.3 **Capital Improvement Plan:** Spencer Lipp stated he was super excited to present this plan on behalf of the Capital Improvement Committee. Spencer stated they considered every piece of information they had available. Kris Kilgore asked the board to put the plan on the agenda in August and post it to the District' website general public time to review the plan and ask questions. Kris asked for time for herself to get her comments about the report to the board. Spencer Lipp asks Kris to share some of her comments at the meeting to help the board decide if they would proceed with the motion. Spencer explained to Kris that the capital improvement plan was put on the agenda as an action item should the board decide to proceed with voting on it, had it not been on the agenda Spencer explains that it couldn't go the other way. Kris stated she wasn't completely ready as she wanted to be completely fair and ready with more time for her comments. Spencer Lipp asked for a time frame for the general public to comment on the report prior to the August meeting so the committee can review the comments. John Gray agreed to send the report about to the public and move to the motion to the August 2022 agenda.

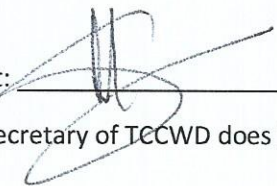
10. **Approval of Bills:** John Gray moved to approve the bills Kris Kilgore second- passed unanimously

11. **Public Comment:** Anne Vernon commented that she was happy to see the Koftinow project is upcoming.

12. **Setting of Agenda, Time & Place for next meeting:** John Gray moves to set the meeting on August 27, 2022, Kris Kilgore seconds- passed unanimously

13. **Adjournment:** John Gray moved to adjourn the meeting John Rea seconds- passed unanimously

Meeting adjourned

Attest:  \_\_\_\_\_

Date: 9/24/22

The secretary of TCCWD does hereby certify that the above minutes were approved by the Board

DRAFT