Timber Cove County Water District

Board Meeting Minutes- October 2023

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

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

Guests- Joey Ball, Melany Collett, Yvonne Gray, Scott Heffner, Chris Feddersohn

Guest via Zoom Alex Kramer, Carey, Renee Fernandez-Lipp, Anne Rea and Michael Smallen

2. **Approval of Agenda-**

Jay Kvapil moved to Approve the Agenda, Bob Leichtner seconds- pass unanimously

3. **Approval of minutes from September 2023-**

John Rea moves to approve the September 2023 minutes, Jay Kvapil seconds- passed unanimously

4. **President's Report -**

John Gray reported about some equipment at the plant that was failing.
The aerator/mixer had a bearing beginning to fail causing it to increase noise level. It was a gradual decline. John stated this had been addressed previous meetings . The district contacted the contractor to service/repair. John stated the district had notified multiple people who could hear the machinery and let them know the status. John stated the district turned off the aerator when it was determined safe to do so, and when the repair was scheduled. John stated that turning it off any earlier could have impacted water quality as this equipment is designed to ensure . John stated that TTHM's and Hellenistic acids need to be aerated to escape to ensure they do not get into our distribution as they are potentially cancer causing. If our district moved more volume, the TTHMs and Heliocentric acids would likely not have time to develop, the mixer/Aerator keeps water oxygenated and circulating to stop those issues from developing, keeping water quality high.

John stated that many supply chains, while improving, continue to have delays and this one, being a specialized product and it took a bit to secure proper parts to address the noise level. John stated that fortunately, most affected understood, all except one who filed a complaint with the State. John stated that the formal complaint will be addressed on the agenda.
John also reported that the district incurred some additional expense with a major leak at Timber Cove Road and Ruoff and it was quite costly. John stated required permits had to be filed to repair this leak.

John reported the district is continuing their search for a backup operator. John stated they have not yet had a candidate apply that we could consider, with some even from outside of the country. John stated ads are continuing and flyers have been posted throughout the area.

John stated he will be giving updates/discussion on some ongoing studies taking place.

John reminded the customers of that TCCWD has monthly meetings and they take questions at those meetings regarding concerns or clarifications on district business. John stated that TCCWD employees should not be needlessly inundated with emails taking them away from their duties and they are also entitled to be treated respectfully. John stated any questions about your billings, service etc. are certainly appropriate and should go through the Admin office. John also directed people to the TCCWD website which contains information on various issues that should be able to answer most other questions. John stated all operational questions can be fielded at our monthly meetings and accusations need to cease.

John stated that TCCWD has a functional water system because of our employees. John stated if TCCWD intends to keep it as such, everyone needs to understand that harassing employees put the entire district and delivery of your water at risk, it would be devastating blow to the community.

5. Operators Report-

Joey Ball chief operator read the report which can be found on our website here October 2023 Operator's Report

6. Treasurer's report-

Melany Collett presented the treasurer's report which can be found on our website here September Treasurer's Report Presented in October 2023

7. New Business

7.1 Complaint Filed with the State of CA-

John Gray provided a copy of the complaint to the board to the board of directors in their board packets prior to the meeting and did not feel the need to elaborate on the complaint or rehash it in the meeting and the board agreed. Jay Kvapil stated that the individual who did file the claims can come to a board meeting and addresses their complaint.

7.2 Customer Leak forgiveness request- see end of the agenda

8. **Old Business**

8.1 Aerator update- The aerator had failed in a few areas specifically the bearings. It has been repaired and the noise it omitted while broken is gone.

8.2 Rate Study update- John stated the rate study is complete and the notices for the public hearing were mailed by the required date. Bob had a question regarding the rate tables and a discussion ensued.

8.3 Start of Coastland Study- John Gray stated the Coastland just started . John stated Joey is working on it, although it was intended to have started earlier Joey has been dealing with a lot of urgent matters within the district that took precedence

8.4 Discussion on Bond Vote- John Gray stated he had this on the agenda continuously as the district was going the rate study and also as the district explored sources of funding. Discussion ensued about exploring finances and current studies that are ongoing.

8.5 Lyons Court update- John Gray reported that he is currently receiving bids, He currently has one but will disclose them all at once. John Rea suggested having the tree work done now due to environmental concerns such as nesting. Melany will arrange that.

8.6 Update on ads for 2nd operator- John and Melany posted flyers seeking a second operator around the coast in multiple locations and businesses. Melany stated that there are ad running on social media platforms and in newspapers.

8.7 Update on billing software & meter reads- Melany stated that the new software is good on the billing side and that training for the operators on the AMR should be soon.

8.8 Committee report- John Rea stated he they reached out to Cal Water and discussed what they could do for the district. John stated they would want ownership of all the hardware and equipment of the district , pipes in the ground

and more . They also stated that the district is too remote, therefore it wasn't a beneficial match and turned us down . Jay stated they spoke with Bodega Bay as well. John Rea stated with all the district has going on now with the studies that we are in a much better position than before. Jay and John will continue their due diligence but no longer need to be an ongoing item on the agenda , they both stated if something comes up, they will ask to be added to the agenda.

9. **Public comment-**

***7.2** At the start of public comment customer John Nees was able to connect through ZOOM regarding his leak forgiveness request_-unfortunately the connection was lost and reconnected several times. The board decided they could proceed with his request as they had received the request and details of the leak from the customer in their board packet.

Jay Kvapil moves to approve the rate reduction as outlined in the policy Spencer Lipp seconds-passed unanimously

Public comment resumed-

Melany Collett read an email from the County asking to do a grant analysis of Timber Cove in conjunction for Sonoma County Wildfire Adapted
https://permitsonoma.org/socoadapts

John Gray had to get a tree stump removed and will pass on the company name to Melany

Michael Smallen reported to Melany Collett that the billings were incorrect and were not billing in gallons only cubic feet, several people confirmed that theirs were incorrect . Melany will look into this

10. **Approval of the bills-**

John Gray moved to pay the bills – Spencer Lipp seconds- passed unanimously

11. **Setting the Agenda, Time & Place for December 2, 2023-**

John Gray moved to set the agenda for December 2, 2023, Bob Leichtner seconds-passed unanimously

12. **Adjournment-**

John Gray moved to adjourn the meeting; Bob Leichtner 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.

DRAFT