THESE MINUTES ARE FINAL AND BOARD APPROVED. AN ERROR ON THE TEMPLATE PREVENTS THE REMOVAL OF THE WATERMARK-DRAFT

Timber Cove County Water District

Board Meeting Minutes- September 2023

1.**Call to Order:** 10:00 am

Board- John Gray, Spencer Lipp, John Rea, Bob Litchner and Jay Kvapil (via Zoom)

NOTE: John Rea left the board meeting after the board vote on item 7. 5 of the agenda

Guests in attendance- Joe Ball, Melany Collett, Yvonne Gray, Chris Feddersohn , Scott Heffner, Michael Smallen and Anne Vernon

Guests Via ZOOM- Anthony Elowsky (RDN), Zach Van Dinther (RDN), Alex Kramer, John Rosson, Cindy Culcasi, Sal Culcasi, Nick Merz, Renee Fernandez-Lipp, Carey,

2. **Approval of Agenda:**

John Gray moved to approve the agenda, John Rea seconds

Discussion ensued to move 8.1 of the Agenda to immediately follow 7.1 of agenda- passed unanimously

3. **Approval of Minutes:** from the July 2023, meeting –

John Gray moved to approve the minutes, John Rea seconds- passed unanimously

4. **President's report:** John began by stating that the rate study is complete and will be presented in the meeting by RDN and the board will vote on which option will be presented in a public hearing. John stated that the District is still waiting on the State to determine if the local hazard mitigation grant will be approved. John said that despite the efforts of advertising over 3 months the District has not found a backup operator, John is hoping to find one soon to give Joey some much needed relief and support. John said due to being short staffed and the number of issues the district has faced we haven't been able to give Coastland what they need. John expects it to resume shortly. John stated that there have been several leaks and operational issues this period and it has slowed progress on a few items. John stated there has been recent vandalism and tampering of district equipment. John stated Melany will be discussing the issues she has encountered with the new billing software which has caused some issues on timely billings. John stated there was a lot of communications regarding issues with a leak as well as the tampering of district equipment that will be discussed. John stated the districts water supply is in great shape and Joey will address it in his report. John stated we were fortunate up to this point to still be

using the creek, however with the tampering of our equipment by an unknown person it forced us to start using the resevoir again. John stated the diversion was intentionally shut down by an unknown person, this will be covered by item 7.3 of the agenda.

5. **Operators report:** Joey Ball reviewed the state of the Districts water department for a full copy of this report please visit our website at https://www.timbercovecountywaterdistrict.org/meetings--minutes.html

6. **Treasurer's Report:** Melany Collett read the treasurer report. A full copy of the report can be found on our website at https://www.timbercovecountywaterdistrict.org/meetings--minutes.html

7. **New Business:**

7.1 **Rate Study Presentation by RDN-** The rate study results were presented and discussed with the board and customers by Anthony and Zach of RDN- a copy of the study can be found on our website at https://www.timbercovecountywaterdistrict.org/meetings--minutes.html

Jay Kvapil motioned to accept 75% funding and John Gray added with option 5-Jay Kvapil approves John addition of option 5 . The full motion is to accept 75% funding with option 5-John Gray seconds

Discussion ensued with directors and customers

John Gray-yay
Jay Kvapil-yay
Spencer Lipp-nay
John Rea-yay
Bob Leichtner-yay

A copy of the Prop 218 Notice with graph can be found under the September 2023 meetings tab
https://www.timbercovecountywaterdistrict.org/meetings--minutes.html

8.1- **8.1 Schedule public hearing on water rates-**

Spencer Lipp moved to schedule the public hearing within 45 days December 2, 2023 – Bob Leichtner seconds- motion passed

7.2 **Aerator servicing-** Melany addressed there were a couple complaints on the noise level of the aerator from customers. Melany stated that PSI would be coming out on October 5th to service it and evaluate it.

7.3 **Vandalism/Tampering with District equipment-** John stated last month there was some damage done to a pump at the weir perhaps by some teenagers, lucky for us we don't use it. More recently John stated that there was tampering at tank one. Joey was pumping water up from the creek and noticed it wasn't working only to discover someone had shut off the butterfly valves . John explains this

forced the District to top pumping from the creek and turn to the resevoir. John stated he had a contractor come out to evaluate the security of the tank. John stated he did not get a formal bid for a fence as the cost was too great. John instead gave Joey chains to use to lock the valves.

7.4 **Communications regarding leak-** John stated there was an issue with someone digging up a meter and causing damage to a meter. John stated the property owner said he did not give anyone authorization to do this , however John stated that someone had attached a hose to the irrigation system without a backflow device on this property. John reiterated that the District equipment cannot be tampered as they belong to a Public District. John stated the board has the communications in hand that went back and forth regarding this. John Rea asked if the water had been shut off and if the property had closed escrow. Melany said the property had closed escrow and explained that the property owner was current on the base rate charges and had a credit of $130.00 and what the customer owed was the cost to repair the equipment and the leak amount.

7.5 **Customer Leak forgiveness request-** Nick Merz explained that the leak was caused by a break in his irrigation line during the storm. Discussion ensued by the board and Nick. There were questions about Tim McKusick's request for a bigger meter box and Tim McKusicks involvement as a property manager and realtor. None of which Nick could answer. Nick Merz stated he did not give anyone authorization to hook up a hose to the meter, although Tim McKusick statement the property owner did it. Spencer Lipp made a comment that much of what was being said doesn't add up. Spencer reviewed the leak policy, and it is stated that irrigation leaks are excluded from the leak forgiveness

Spencer Lipp moved based on the leak policy specifying that irrigation is excluded, and the board does not offer the six cents forgiveness Bob Leichtner seconds- passed unanimously

8. **Old Business-**

8.1 Schedule public hearing on water rates *(moved by vote of the board at the time the agenda was approved to go behind 7.1 of agenda)*

8.2 Discussion on bond vote- John stated there isn't any update on this item other than the District will continue to look for grants and this item will remain on the agenda

8.3 Lyons Court office update- John stated all permits are issued. John is waiting on bids to secure financing. John has received one bid on the septic and once all the bids come in, he will submit the, to the board.

8.4 Update on billing software- Melany stated that the new software is finally completed

8.5 Committee report- Jay stated he will give an update at the next meeting

9. **Public Comment:** Jay Kvapil stated it was more of a comment to the customer leak forgiveness request and his opinion is the property owner and the realtor have not sorted things out. Jay would have wanted them to work it out prior to brig it before the board.

Michael Smallen made a comment about the wording in the prop 218 description on the presentation (the wording "should not pay more")

John Gray reiterates that District equipment cannot be touched by anybody outside the District without written authorization.

10. **Approval of the bills:**

John Gray motioned to approve bills – Bob Litchner second- motion passed unanimously

11. **Setting the Agenda, Time & Place for October 28, 2023 – John Gray moved to set the Agenda for October 28, 2023 -Bob Litchner second motion passed unanimously**

12. **Adjournment: John Gray moved to adjourn the meeting –Bob Litchner seconds motion passed unanimously**

Attest: _____ Date 10/23/23

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

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