Timber Cove County Water District

Board Meeting Minutes- May 2024

1. **Call to order: 10:25 am-**

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

Guests- Joey Ball, Melany Collett, Yvonne Gray and Drew Ferrante.

Guest via Zoom- Anne Vernon and Alex Kramer

Note: meeting was held at the Fort Ross Store

2. **Approval of Agenda-**

John Gray moved to approve the agenda, Jay Kvapil seconds; motion passed unanimously.

3. **Approval of minutes from May 2024**

Jay Kvapil moved to approve the minutes, John Rea seconds- motion passed unanimously

4.President's Report- John Gray reported this past month we have had some encouraging developments. John stated there will be a discussion on options available for an office with sanitary facilities to bring us compliant with law and a range of costs depending on contractors used. John also stated there will be a budget proposal to show what we can afford based on our new rate structure along with the potential to borrow funds.

John stated he had contacted Coastland engineering about our system evaluation to have them look at evaluating some alternatives. John said he gave him some suggestions that he passed on to Joey to explore and that Joey did some research and found some information we were previously unaware of. John stated that Joey will show us some encouraging findings on distribution myths that will likely save the district substantial cost in upgrades. John stated that Joey shares this his report today and John believes Joeys findings quite encouraging.

John announced a positive message on the grant for Hazard mitigation, although the information was not received in time to get on the agenda for discussion this month but it's not necessary for further discussion. John shared that the District was notified this week that our grant request has been approved. John stated had asked for $150,000 as we were

DRAFT

advised by OES and will were approved for a $102,000 grant to develop a hazard mitigation plan. John reported the Districts contribution is $27,500, which assumes the plan will cost us $129,000 which seems high. John stated in the event it costs less than the grant, the monies stay with FEMA and our contribution goes down as well.

John stated this is very good news as to qualify for a Hazard mitigation grant, we must first have the FEMA approved plan in place. The plan is also required for FEMA assistance in the event of a disaster. Great news!

John stated that MNS engineering is geared up to begin the plan as soon as the grant monies come in. John stated that we have used MNS in the past and Melany has been in contact with them to prepare a report for us. John stated the final approval to use MNS of course will need to be voted on by the board

John shared that we were told the grant award should come prior to the end of summer.

5.Operator's report- Joey Ball presented the operator's report a full copy of this report can be found here https://www.timbercovecountywaterdistrict.org/files/fa2a60a9e/April+2024+Operators+Report.pdf

6.Treasurer's report- Melany Collett presented the treasurer's report a full copy of the report can be found on our website https://www.timbercovecountywaterdistrict.org/files/2c44c8e8e/TCCWD+Financial+report+for+April+2024+presented+5-18-24+%281%29.pdf

7.New Business-

7.1- 2024/2025 Budget- Melany Collett presented and read through the budget – discussion ensued -Spencer asked if Coastlands review of the system was on the budget. John Gray stated that Coastland is not on the budget for the next fiscal year as they would be completed in the current fiscal year. Scott Heffner asked a question regarding a line item on the budget. The line item included cell phone/internet

John Gray moved to approve the budget, Spencer Lipp seconds -motion passed unanimously

7.2-Lyons Court Bids- John Gray presented four proposals to build the Lyons Court Admin building. John explained that three of the bids did not include the work to be done by Timber Cove Excavating. John explained the costs would be much higher if the Timber Cove Excavating costs were included in the bids as they would be subject to prevailing wages. The directors discussed the multiple bids and stick built vs kit homes. Bob Leitchner expressed concern at the costs and suggested looking into mobiles homes and alternative types of restrooms such as a stand-alone. John stated a mobile home would be substantial less and a modular would be less as well. Jay Kvapil suggested looking into the modular type structures that schools use. Bob reiterated his concern about the costs presented and prior to him joining the board the cost to build he recalled was about $200,000.00 vs $500,000.00 now. Scott Heffner asked if the board could revisit the original ideas of remodeling the existing office. Spencer Lipp reminded the board that the remolding of the office was officially tabled and if the

board wanted to revisit that discussion there would need to be a formal vote to un-table it. John Gray stated his original proposal to the board prior to his joining the board was a modular home. John stated his idea was not well received by the board. John G stated that he can look into modulars again and the County (PRMD) would need to approve any changes. John Gray replied to Bob's comment earlier regarding a stand-alone restroom that maybe it could be done but that the current office space is not ADA compliant and doesn't have sanitary facilities for employees, which puts the district at risk with OHSA and the CA Health Department. Jay Kvapil said the directors on their own can investigate alternatives such as modulars and John Gray deferred the action item on any bid to look into other options for the Lyons Court building.

7.3-TXExc bid for foundation and grading-deferred due to no action on building proposals

8. Old Business-

8.1- PGE Grant application for climate resiliency – John Gray commended Spencer for a great job with the application.

John Gray moved to submit the application for climate resiliency to PGE, Jay Kvapil seconds- motion passed unanimously

Spencer stated the cost table in the packet was updated based on the $107,000.00 quote plus a 10% contingency which is common in construction and Spencer stated that was the only change.

8.2- Lyons Court update- was included under item 7.2
8.3- Coastland study update-was included in the operator's report
8.4- Operations truck update-Joey stated in his operators report that he is still looking for one to suit the districts needs

9. Public comment- Spencer Lipp stated at the Sonoma Clean power committee meeting one of the member Mike Nichols brought up that he instituted a radio communication service along the coast and Spencer spoke to him after the meeting Spencer was told there is a communication tower on the ridge by the fire dept. Spencer stated Mike has been using this service with over 122 channels in his community. Spencer stated community members can communicate with each other with things such as when the power goes out. Spencer stated our former operator Jeff Hughes is very interested in it. Melany Collett stated we have this radio communication already and that she is licensed. John Rea said there are meetings every Tuesday regarding this service.

10. Approval of the bills-

John Gray moved to approve the bills; Jay Kvapil seconds motion-passed unanimously

11. Setting the Agenda, Time & Place for June 22, 2024

John Gray moved to set Agenda time and place for June 22, 2024, at the Fort Ross Conservancy Jay Kvapil seconds motion-passed unanimously

12. Adjournment-

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

Attest: _____ Date 6/22/24

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

DRAFT