

ELK COUNTY WATER DISTRICT
P.O. Box 54
Elk, California 95432

MINUTES
of the
Board of Directors Meeting
on Wednesday, January 2, 2019, 6:30 pm
at the Water District office,
6129 S. Hwy 1, Elk - at the Community Center Annex

Election of Officers:

Jay Penrod nominated Kermit Carter as president, Kermit Carter nominated Jay Penrod as vice- president and Denise Georganas as Treasurer. All officers were approved by unanimous vote.

1. **PRESENT: Board Members:** Kermit Carter, Eric Malm ,Jay Penrod. Denise Georganas and Jesse Russell were absent.
Staff: Charlie Acker, Manager, Rosi Acker, Secretary and Rio Russell, Operator
Public:
2. **MINUTES:**
Action: Amendments/changes
Approval of Minutes: M/KC, S/EM, Vote: carried, Abstain: JP
3. **NEW BUSINESS:**
 - A. Emergency Planning: backup generator/inverter/surge protector for treatment plant etc. KC; KC is almost finished with the software upgrade at the treatment plant. Then the attention can turn to hardware.
4. **PENDING ITEMS:**
 - A. Herbicide regulation: CA – no news
5. **MANAGER’S REPORT:**
 - A. Manager’s Report: CA
 - a lot of days working with KC on the computers at the treatment plant
 - meter replacement
 - monthly reports and testing have been done.
 - B. Harbor House project: paving/ Emergency plan/second phone monitoring hook-up/update: CA. CA will contact Rittiman to see whether the paper work can be completed now during the wet season,
 - C. Update on planning re locating water main inside the highway bridge: CA: CA is rethinking the project and discussing whether we can go down through the State Park and across the creek where the pipe bridge is, and do it under our own power and on our own easement. CA will develop more of a plan and investigate it with the Board and workers.
 - D. Update on new water meters/selling some of the old meters?: RR – will order another tablet as backup. 27 more meters to go to have them all replaced.
 - E. New liner in subdivision storage tank: leak: CA – not fixed yet. They will come and inspect it and come up with a solution.
 - F. Greenwood Commons: Terry Gross is willing to help us with writing up a conservation easement. Peter will provide us with a copy of the by-laws.
6. **SECRETARY’S REPORT:**
 - A. **Bills paid Nov/Dec**
Action: Approval for Payment: M/KC, S/JP,
Vote: carried, Abstain: EM
 - B. Balance sheet/Budget report/Monthly report Nov/Dec:
 - C. Review of customer payment status/delinquent accounts: RA
 - D. Audit report – RA: Rick Bowers is working on the audit for FY 17/18.

- E. Brown Act and Ethics Training in Mendocino in January
 - F. Change UE insurance base for District during January. RA will send a letter to EDD re the change of our unemployment insurance program from a voluntary contributor to a tax-rated program. This can only be done once a year – in January.
 - G. Farnhem: The Board decided that the back charges are justified and he is liable for paying them. The District has offered him a payment plan to spread out over max. 60 months without charging any interest. Staff will contact him and let him know.
7. **RATE AND FEE STRUCTURE:**
8. **BOARD POLICY:**
- A. New legislation requiring special districts to have a website and have all documents posted on it. RA. We have until the end of 2019 to accomplish this.
9. **COMMUNICATIONS FROM THE BOARD:**
10. **COMMUNICATIONS TO THE BOARD:**
11. **MISCELLANEOUS:**
14. **ADJOURNMENT:** M/JP , S/KC, Vote: unanimous, Time: 7:38 pm

PUBLIC COMMENT:

The Board welcomes participation in the Board meetings. Comments shall be limited so that everyone may be heard. This item is limited to matters under jurisdiction of the Board that are not on the posted agenda and items which have not already been considered by the Board. The Board limits testimony on matters not on the agenda to 3 minutes per person and not more than 10 minutes for a particular subject.

Individuals wishing to address the Board under Public Comment are welcome to do so throughout the meeting. To best facilitate these items, please notify the Chairperson of the Board.