

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

Minutes
of the
Board of Directors Meeting
on Wednesday, October 7,2020 - 6:30 pm

DUE TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDERS N-25-20 AND N-29-20 WHICH SUSPEND CERTAIN REQUIREMENTS OF THE BROWN ACT, AND THE ORDER OF THE HEALTH OFFICER OF THE COUNTY OF MENDOCINO TO SHELTER IN PLACE TO MINIMIZE THE SPREAD OF COVID-19, THE BOARD OF DIRECTORS OF THE ELK COUNTY WATER DISTRICT WILL BE PARTICIPATING BY TELECONFERENCE IN THIS REGULAR SCHEDULED MEETING.

The Public will be able to participate in the meeting electronically. Public Comment regarding matters on the agenda are restricted to electronic communications. Comments should be emailed to the Board at admin@elkcountywaterdistrict.org at any time prior to the meeting and in real-time while an item is being considered by the Board. The Secretary will read the comments aloud; any comment exceeding three minutes will be included in the public record.

We appreciate your patience and willingness to protect the health and wellness of our community. If you have any questions regarding the meeting, please contact the Rosi Acker at (707) 877-1800.

1. **PRESENT: Board Members:** Kermit Carter, Denise Georganas, Jay Penrod. Eric Malm und John Holmes were absent.
Staff: Charlie Acker, Manager, Rosi Acker, Secretary and Rio Russell, Operator
Public:
2. **MINUTES:**
Action: Amendments/changes
Approval of Minutes: M/ JP, S/DG, Vote: 3-0, Abstain: no
3. **NEW BUSINESS:**
4. **PENDING ITEMS:**
5. **MANAGER'S REPORT:**
 - A. **Manager's Report:** CA: - The propane tank was delivered The generator is in place and the gas line has been connected. The electrician has visited the site. Now only the conduit and the selector switch have to be installed.
-Extensive testing was due this month. 5 Lead and Copper samples (every 3 years) plus the regular samples.
-Dave Raffanelli had a paving project and a valve on the water line broke. EM and CA fixed it.
CA extended the backwash pond further with his tractor.
-The Propane truck driver said we had to improve the road so that their truck could get up there. CA has hired John Roberts to fix the road.
-RR has been working on making the monitor computer more user friendly.
-EM has done a lot of the work re generator/tank concrete pads.
-RR and KC have been working more on the electronic monitoring.
-Today EM and RR took out a window and replaced it with wood for mounting the switch for the generator next to the electric panel.
 - B. Harbor House project/ Emergency plan for sewer line: CA finished the emergency shut off plan for the sewer system. He will print it out and laminate it and hang a copy up at Harbor House, the ECWD treatment plant and at the firehouse.
 - D. Greenwood Commons/ draft agreement/update: CA: Still in process. Terry Gross' invoice was paid. The challenge is the chain of ownership, Steve Acker and CA will put a chronological list of owners together to make it easier for the judge to understand. She has filed and a court date is set.
 - E. Back-up power for treatment plant and one-phase pump for well #1/update: CA- see above under Manager's report.

6. SECRETARY'S REPORT:

A. Bills paid September:

Action: Approval for Payment: M/KC, S/JP,

Vote: unanimous 3:0, Abstain: no

B. Balance sheet/Budget report/Monthly report September:

C. Review of customer payment status/delinquent accounts: RA

D. Customer requests for payment by credit card: RA signed up with "Square" to accept payments by credit card. The charges incurred will be passed on to the customers who want to take advantage of payment by credit card.

E. Audit report FY 18/19 and FY 19/20: RA has taken the files for FY 19/20 to Rick Bowers in Ukiah. He will audit both years together and finish by the end of December.

7. RATE AND FEE STRUCTURE:

8. BOARD POLICY:

9. COMMUNICATIONS FROM THE BOARD:

10. COMMUNICATIONS TO THE BOARD:

11. MISCELLANEOUS:

14. ADJOURNMENT: M/ JP, S/KC, Vote: unanimous, Time: 6:53 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.