



Timber Cove County Water District

Board Meeting Minutes - June 2024

1. Call to order: 10:05am-

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- none recorded

2. Approval of Agenda-

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

3. Approval of minutes from May 2024

John Gray deferred May minutes to the July meeting

4. President's Report- A few issues we will discuss on today agenda

John shared some positive news on the Districts grant application for a hazard mitigation plan. which is a necessary step to ensuring we can get FEMA assistance in event of a disaster and/or obtain fundings for hardening the district. John stated there was an issue this month where Joey detected large amounts of water being taken from hydrants. Joey did some investigating and found a subcontractor for Caltrans was taking water without authorization for road repairs on Hwy1. John shared that Joey was able to resolve the issue to our benefit. John stated Joey will elaborate on his report today, but the bottom line is our SCADA is effective in identifying water movement, something not possible prior to its installation. John stated the board will discuss options found on a possible office by purchasing a complete building, which is a fraction of what we have seen in recent bids.

John was pleased to report that our reservoir is at 100% capacity and at overflow.

John reported that a resident had sent a bizarre letter complaining about the condition of our reservoirs and his complaint was also sent to the State. John reported it was obvious to all that his

claims were nonsense. John stated that we can ensure all that our reservoir is in excellent shape. John stated that Joey will report on the condition and his water management program.

5. Operator's report- Joey Ball read the operator's report. A full copy of the report can be found on our website at

<https://www.timbercovecountywaterdistrict.org/files/139322188/May+2024+Operators+Report+.pdf>

6. Treasurer's report- Melany Collett read the treasurer's report. A full copy can be found on our website at

<https://www.timbercovecountywaterdistrict.org/files/44f26a424/TCCWD+Financial+report+for+May+31+2024+Presented+6-29-24.pdf>

7. New Business

7.1- Approval of Draft audit June 30, 2023 – discussion ensued with the directors

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

7.2 CalPERS employee retirement plan application cost- Melany explained to the board that she had a zoom meeting with CalPERS regarding a retirement benefit plan for District employees. Melany stated there is an application fee of \$900.00 to CalPERS to see if the District would qualify.

Bob Leitchner moved to approve the application fee to CalPERS of \$900.00, Spencer Lipp seconds- motion passed unanimously

7.3 FEMA/HMP Grant update- John Gray reported the District was approved for the Hazard Mitigation Grant of \$107,000.00 and the Districts contribution would be \$27,707.00. Melany stated she was not sure when the District is supposed to send in their contribution towards the grant but that the kickoff call is upcoming with CalOES.

John Gray moved to approve in advance moving money from LAIF when the time comes for the District to fund their cash contribution for the hazard mitigation grant Spencer Lipp seconds-motion passed unanimously

8. Old Business-

8.1 Lyons Court update-office building- Jay Kvapil stated he called eleven modular building companies and only three would talk to him. Jay stated estimated costs from the first company were over \$400,000.00. The second company had smaller customs and was way over our budget. The third company Jay reported was the same company John Gray

started with over three years ago. The company is called Clayton homes. Jay reported their best deals are buying the customs they already on their lot almost like a car lot. Jay stated their costs were about \$70,000.00 plus shipping and delivery costs. However, as Jay stated the district would need some modifications to any unit to be ADA compliant. Jay stated it could cost the district roughly \$250,000.00 which is less than the costs on the earlier proposals. Discussion ensued regarding Clayton homes and costs. John Gray asked that the board and employees go to Clayton Homes in Santa Rosa and look at the modulars they identified for the district.

8.2 Coastland study update- John Gray stated the study should be done in the coming week.

9. Public comment- Anne Vernon congratulated Melany for getting the grant for the district. John Rea asked when the patch work would be done on Timber Cove

10. Approval of the bills-

John Gray moved to approve the bills, Bob Leitchner seconds- motion passed unanimously

11. Setting the Agenda, Time & Place for July 27, 2024

John Gray moved to approve to set the agenda, time, and place at the Fort Ross Conservancy at 10:30 am, Bob Leitchner seconds- motion passed unanimously

12. Adjournment

John Gray moved to adjourn the meeting Bob Leitchner seconds- motion passed unanimously

Attest: _____ Date _____

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