DATE: April 16th, 2023

TIME: 4:00 p.m.

PLACE: Community Center 175 Lum St, Weott, CA 95571

**ATTENDANCE:**

BOARD MEMBERS: Marge French, Alan Aitken, Dave Sundberg

EMPLOYEES: Dan Arreguin, Bonnie Mullaney, Kyle Valk, Greg Teasley

PUBLIC: Rhiannon Montgomery, Michael O’Donnel, Merissa and Steve McCants

**MEETING COMMENCE: 4:06 PM**

1. **APPROVE MINUTES:**  Approve minutes from the regular meeting of March 26th, 2023 meeting. Motion to Approve: (First, Dave Sundberg; 2nd Marjorie French, all in favor)
2. **OPERATOR’S REPORT:** See operators report. Dan-Treated water test results were good in March. Dave asked how many shut-offs were given. Kyle responded out of 6, 2 were actually shut off because they did not arrange a payplan or sign up for LIHWAP. Dave asked if it was possible yet to drive to the springs. Greg replied there are a lot of trees down and it needs to be cleared. Dave asked what happens if someone defaults on the pay plan. Bonnie responded that they pay half down, then spread the balance over the next 4 months. If they default on the payplan or their regular monthly bill, the full balance is due and they receive another 10 day shut off notice.

1. **OFFICE REPORTS:** See office report and supporting financial documents. Alan asked for clarification on what CE corps stand for. Bonnie replied it’s Community Engineering Corps. Alan asked for clarification if the approval of the report was for the waste water testing that they have been doing for the past 2 years. Dan responded yes. Location of the leach field and the 8x8x80 underground solids tank was discussed.
2. **UNFINISHED BUSINESS:**
3. **Ordinances and Policies-** On hold
4. **Rate Study** **Update-** Bonnie and Mary have been working on the rate study. Mary told Bonnie it is illegal to include any water with your base rate so all the water will have a charge. This study does not include wastewater but we will do a review of our financials to see if we need one. Bonnie and Dan agreed that we probably do not need to raise rates for wastewater. Bonnie and Dan will be working on a system asset list this month. Bonnie stated the next meeting will be to review the cost of a new hook up fee which can be set by the board with a system asset list outside of prop 218. Mary should have an official rate proposal very soon to review at the next meeting.SDRMA previous claims were discussed. One of the claims for $148,000 was to Alan when a sewer line collapsed due to CDF doing construction. All the sewer flowed into Alan’s rental. No one was home at the time. It was discovered a week later. The whole house inside was flooded with wastewater. Bonnie is going to ask SDRMA if they were able to recover funds from CDF. Dave asked what Stripe is on the list of payments in the financial statements. Bonnie responded that they are the online payment processing company. Bonnie noted the profit and loss shows the operating income but does not show the 10k of the borrowed money from our County fund because it’s not part of the daily operations. On the balance sheet Bonnie explained that the County fund balance is still not accurate because they haven’t given us the info yet. It’s not actually in the negative 18. It’s probably somewhere between 5 and 15K.

1. **NEW BUSINESS:**
2. **Additional items of discussion by board members-**

1. **ACTION ITEMS:**
2. **Customer credit requests and billing issues-** #4 Customer who lives next to the sewer treatment plant had to pump his sewer twice and hire a company to snake his line to find out why it was happening. The operators confirmed it was a broken line inside our wastewater holding tank. We will be crediting the customer’s account for the cost he paid to pump and snake his line and fixing the broken line.

 #5 Customer D- Board voted to approve a credit for $1488.47. ($1001 for incorrect overage billing and $487.47 in extremely high late fees). (Motion to approve credit: 1st; Alan Aitken, 2nd; Dave Sundberg, all in favor)

#6. Customer E- Board approved a credit for 3 years of incorrect billing of an additional sewer line. Deciding factors were that customer E had requested the additional billing of another unit but never completed the additional unit, and they had attempted to get the billing corrected with no success from previous employees. (Motion to apply a credit of $1692 to the customers account: 1st; Dave; 2nd, Marjorie French, all in favor).

1. **Approve letter to the District Attorney's office**- There was a couple grammatical changes and the removal of one line stating our loss of $80,000 for fiscal year 2023-2024. (Motion to make the motion to approve the letter with approval to add the total amount believed to be missing from Weott CSD’s funds: 1st, Alan Aitken, 2nd, Dave Sundberg, all in favor).

1. **PUBLIC COMMENT**:
2. Steve McCants and Merissa McCants- Asked for verbal permission to use the WCSD’s road to access their property during the summer to perform permitted fire protection activities. Motion to give verbal approval for them to access their property for fire prevention: 1st, dave Sundberg; 2nd, Marjorie French, all in favor)
3. Rhiannon Montgomery- Is the district eligible for district compensation from the county? Bonnie responded that no one has mentioned that during all of her conversations but it was a good idea and she will look into it. She also asked why the new rates won’t have an allotment of water included with the base rate? Bonnie Responded that it’s a new law that districts are not allowed to offer any water with the base rate. Dan commented that the tier rate structure where the cost increases for the more water being used may not be allowed either. Bonnie and Dan are looking into the legalities of how we can structure our rates. There was some discussion about understanding rate structures. Rhiannon provided free vouchers for the dump in Eureka and they pay for your gas to get there. She also asked about how the county fund works. Bonnie responded that every district pays into the county fund as a savings account.
4. Michael O’Donnell asked if the spring by Alan’s house and his house on Madrone was proven to be a spring not a leak. Alan responded that it was tested for chlorine but it was absent, and it flows every year. Michael also asked who takes care of the road because he called the County and they said it’s not a county road. Alan responded that the people who live there maintain the road. There was some discussion about the road needing a culvert/maintenance.

**8.**  **ADJOURN:**

Meeting adjourned 6:04PM