**Weott CSD Admin Report-Jamie Little 7-16-25**

* **Grants:**

**-Wastewater sewer bed maintenance:**  I met with Jennifer Strauch, Serena Ramos and Chuck Swanson on July 2nd to go over our SEARCH grant application. USDA is requesting that a traditional PER is done on the project, rather than a simplified PER. A simplified PER is a lot less expensive than a traditional PER. We scheduled another meeting with the engineer from USDA to see exactly what they are requiring to be included in the PER. There is a possibility that they can increase the grant funding amount. Dan, Chuck, and I are discussing repairing the existing wastewater plant rather than upgrading to a new system and possibly changing the filtration from gravel to sand. We would like to move forward with a second access road. As soon as we get a plan in place, SHN can submit a cost estimate to USDA. 2 pump trucks with Steve's Septic Service came to the wastewater plant on Monday July 7th. They would like us to get us on a regular pumping schedule.

 **-Springs & spring boxes:** Greg is working on a materials list for getting the secondary spring on line.

 **-O&M funding:** Our second request to SWRCB was approved. We should receive funding in about 6 weeks. I am working on the third submittal.

**-SRF: Tank replacement and water treatment plant replacement:** I received a call from Sandy Sup at Fechter and Company on 6-23-25. They got a request from Sac state to perform our audit. The audit is covered under the grant funding. I submitted the invoices for the 2024 audit for reimbursement. Fechter and Company is scheduling the 2025 audit for January. I reached out to several landowners in Weott with wells on their property to ask if we can get a sample. One landowner agreed. Greg will be coordinating with her to get the sample.

* **Shut Offs:** 3 parcels are currently shut off. 1 shut off notice went out on July 8th.
* **Sick pay:** I transferred $600 for sick pay.
* **Reports:** Drought reports are being submitted on time. Our EAR has been approved by the state. Dan submitted the CCR.
* **District Bills:** I transferred $4100.00 for large yearly bills.
* **Budget:** The budget is ready for board approval.
* **Meter Replacement:** Greg replaced the Cal Fire meter register. He is working on the ¾” meters that need to be replaced. I ordered a meter for the school from USA Bluebook on June 25th. The meter is on back order and not expected to ship until August 14th. I ordered a 2” meter for the trailer park from USA Bluebook on Monday July, 7th.
* **Lift Station:** I sent a check for $4726.17 to Bob Downing on June 23rd for the work they did on the lift station pump. The crane used to lower and raise the motor at the lift station was stolen. I have filed a police report and looked into filing an insurance claim. The crane is about $2500.00 but our insurance deductible is $5000.00.