

**Konocti County Water District
Board Meeting Minutes
April 23, 2025**

Time: 1:00 P.M.
Location: 15844 35th Ave
Clearlake Ca, 95422

1.0 Call to Order – 1:02pm

Members Present: President Priebe, V.P Stanley, Director Cook, & Director Flora. Director McKay absent.

Staff Present: GM Frank Costner, Auditor Joann Ward, & Accounts Clerk, Sierra Cook

Guests: Cindy & Marcus with Clear Lake Environmental Research Center (CLERC)

CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA – Consideration of items not appearing on the posted agenda, if necessary, requires the following board action prior to consideration; 1) a determination by a majority vote of the board that an emergency situation exists (as defined in section 54956.9 of the Brown Act); 2) a determination by a two-thirds vote of the legislative body or, if less than two-thirds vote of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

2.0 Adoption of the Agenda: This is the time to remove any Consent Agenda item(s) to discuss separately after the motion to approve the Consent Agenda.

GM Costner pulled 6.0, Auditor Joann Ward pulled 5.0 and President Priebe pulled agenda item 4.0

3.0 Public Comment: This is the time for any member of the public to address the Board on any matter not on the agenda that is within the subject matter of the jurisdiction of the Board. Please complete a Board Meeting Public Comment Slip and present it to the Clerk prior to the start of the meeting. The Brown Act, with limited exceptions, does not allow the Board or staff to discuss issues brought forth under Public Comment. The Board cannot take action on non-agenda items. Please note that comments from the public will also be taken on each agenda item before consideration by the Board. Comments shall be limited to three minutes per person.

CONSENT AGENDA: All items listed under Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board or audience requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda.

Consent Items:

**4.0 Review/Approval of Minutes From
4.1 ** March 28, 2025 Board Meeting**

President Priebe wanted to make a change to the minutes from the March 26th board meeting. Director Flora made a motion to approve the minutes with a small change of verbiage on page 5. V.P Stanley seconded the motion. All were in favor.

5.0 Financial/Business Office Reports to be Discussed/Corrected/Approved

5.1 ** March Financial/Expenditure reports

Auditor Joann Ward went over the financials with the Board. A motion was made by Director Flora to accept 5.0, the motion was seconded by V.P Stanley, all were in favor and the motion was passed.

6.0 General Manager's Reports

6.1 ** Billing Office, Plant Status and Distribution System

6.2 ** Leak Report

6.3 ** Water Purchased/Sold

GM Costner informs the board that he and Joann are making better progress on getting access to the old webpage. He mentioned there is a possibility that we will be able to use excess proceeds from the project to get the old meters changed out. He is going to be writing a letter to the project manager. GM Costner says the plant has been running good but unfortunately the most recent TTHM test did not come back low enough to reduce the yearly average so we will be sending out a notification to our customers. A motion was made by Director Cook to accept 6.0, the motion was seconded by Director Flora, all members were in favor.

BUSINESS:

7.0 Business Items

7.1 Clear-Well & Pump House, 8X30 Filter, Lake Line Extension and Lake Pump House Project** – GM Costner says the SCADA upgrades are almost complete. The SCADA programmers have made some adjustments to have a more consistent flow. The final inspection with DWR will be at the end of May.

7.2 ** KCWD Consolidation and Pipeline Replacement Project, Intertie with Highlands/Lower Lake & Emergency Raw Water Booster Pump and Filter Media Project – GM Costner says the inspection for the pipeline and the inter-tie project were done on April 10th, it went well. They inspected the pipeline project and the intertie. The pipeline replacement project is complete and retention payment will be submitted for that once the intertie is completed because they both use the same funding source. The two intertie building roofs have been completed, PG&E lines and meters have been installed and he has signed the change order for the paving of Konocti View Rd. He is still waiting for the change orders for the ARV's on Boyles and Irving Ave.

7.3 **AT&T Lease proposal for Eureka tank cell site – Nothing new to report.

7.4 **18th Ave Low Income Apartments – GM Costner says he has nothing new to report, this will be taken off the agenda until he has something new to report.

7.5 City of Clearlake: JPA committee report - Nothing new to report. This will be taken off the agenda until there is something to report.

7.6 Communications Committee Report - Nothing new to report.

7.7 **2023-2024 Audit – The audit has been moved to June 3rd & 4th. Joann is still working on the depreciation schedule.

7.8 **Boyles fire update – GM Costner says as far as he can tell, all the properties have been cleaned up and he will be taking this off the agenda.

7.9 **Grand Jury interview with KCWD GM – GM Costner says the tour of the treatment plant went well. He is going to take this off the agenda until the grand jury report comes out.

7.10Pilot Fire hydrant testing procedure with the City of Clearlake** – GM Costner says he is meeting with the City of Clearlake to discuss hydrant testing procedure, and then they are going to do a pilot test on Wednesday the 30th.

8.0 New Business

8.1 **Firewise community flyers.

President Priebe introduced the Board to Cindy and Marcus with CLERC and they gave a presentation about their program and what they have to offer for the community. They gave us some flyers to put up in the office. A motion was made by V.P Stanley to post Firewise Community and Chipping Flyers on our website and in our office. The motion was seconded by Director Cook; all were in favor and the motion was passed.

8.2 **Resolution 25-02 authorizing change of authorized persons on bank account at Redwood Credit Union – A motion was made by Director Flora to make a change to the authorized users for Redwood Credit Union. The motion was seconded by V.P Stanley, all were in favor and the motion was passed.

8.3 President's Report/Board Member Reports – Director Flora says she took her Oath of office for the Lower Lake Cemetery Board and talked about some of the upgrades they are trying to make to the Cemetery. President Priebe says she attended some City Council meetings, she has been doing some volunteer fire abatement work and informed everyone about some upcoming meetings.

9.0 Adjournment – President Priebe called adjournment at 2:29 PM.

Please Note: Agenda items listed with asterisks (**) have additional information available for public review at the business office.

CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA – Consideration of items not appearing on the posted agenda, if necessary, requires the following board action prior to consideration; 1) a determination by a majority vote of the board that an emergency situation exists (as defined in section 54956.9 of the Brown Act); 2) a determination by a two-thirds vote of the legislative body or, if less than two-thirds vote of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

REQUEST FOR DISABILITY – RELATED MODIFICATION OR ACCOMMODATION: A request for a disability-related modification or accommodation necessary to participate in the Konocti County Water District Board Meeting should be made in writing to the Auditor/Secretary at least 48 hours prior to the meeting.



Submitted by:
Sierra Cook, Account Clerk



Approved by:
Kirsten Priebe, President

