

**Konocti County Water District
Board Meeting Minutes
January 22, 2025**

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

1.0 Call to Order- 1:00pm

Members Present – President Priebe, V.P. Stanley, Director Cook, and Director Flora via telephone. Director McKay, absent.

Staff Present - GM Frank Costner, Auditor Joann Ward, and Account Clerk Sierra Cook

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.

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 ** December 18, 2024 Board Meeting

5.0 Financial/Business Office Reports to be Discussed/Corrected/Approved
5.1 ** December Financial and Expenditure Reports

Financial reports were still being worked on so there was nothing presented at this meeting.

6.0 General Manager's Reports

6.1 ** Billing Office, Plant Status and Distribution System

6.2 ** Leak Report

6.3 ** Water Purchased/Sold

A motion was made by Director Stanley to approve agenda items 4.0 & 6.0. The motion was seconded by Director Flora, and 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 informs the board that the SCADA programmers have finished, there are a few punch list items to be done and then this project will be completed. He says that they found some rust on the roof of the Clearwell during inspection and this is scheduled to be repaired in November.

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 that they have just submitted the disbursement paperwork for the last payment on construction activities. He explains, for the pipeline replacement project to be completed there will need to be some paperwork done and a DWR site visit and inspection. As far as the Intertie project, the sidewalk and parking area have been finished. He is working with the engineer and project case worker on trying to get Konocti View Rd. paved. The construction part of the project should be completed May of 2025.

7.3 ** Rate study/Rate Hearing

GM Costner informed the Board that prop 218 hearing notices have been mailed. We have not received any written complaints.

7.4 ** Bylaws/Handbook- revisions and Updates

President Priebe went over the updated Handbook/Bylaws. Director Cook made a motion to approve the Employee Handbook and Bylaws, the motion was seconded by V.P Stanley, all were in favor and the motion was passed.

7.5 **AT&T Lease proposal for Eureka tank cell site

Nothing new to report

7.6 **18th Ave Low Income Apartments

General Manager Costner has received notice that this project is going to be moving forward. Construction may begin as soon as this year.

7.7 **Meter Replacement Project

GM Costner informed the Board that operators have been steadily replacing meters, we have about 100 meters left and we will need to purchase more.

7.8 City of Clearlake: JPA committee report.

The meeting was cancelled, nothing to report.

7.9 Communications Committee Report:

Nothing to report.

7.10 GM letter to customers, Presidents Letter.

GM Costner and President Priebe will be working on the letter together and would like to review the letter at the meeting on February 3rd.

7.11 **2023-2024 Audit

Auditor Joann Ward informs the Board that she has been preparing for the audit.

7.12 **Boyles fire update

GM Costner informs the Board that they are working on getting bids for the air relief valves that were damaged. He says that they are still working with Cal-OES and that if we are approved for OES assistance that they will reimburse 75% of the cost, after the work is completed.

8.0 New Business

8.1 **Disinfection Byproduct Maximum Contaminant Level Violation Citation

GM Costner informed the Board that we have received a citation for failing a TTHM test. We tested 4ug/l (micrograms) over the maximum contamination level (MCL). He went over the contributing factors and explained that this has been remedied and we are now below the MCL. GM Costner says that this is the first time since he has been General manager that we have failed a water quality test. We will be sending out notification to our customers and submitting the required paperwork with the State.

8.2 President's Report/Board Member Reports

President Priebe informs the Board that she has been working diligently on the Handbook and gave an update about a City Council meeting she attended recently.

9.0 Closed Session – Open session ended at 2:03pm, Closed session began at 2:05pm, went back into open session at 2:23pm.

9.1 Significant exposure to litigation pursuant to Government Code Sec. 54956.9(d)(2): one case

No reportable action taken during closed session.

10.0 Adjournment – Meeting adjourned at 2:28 P.M.

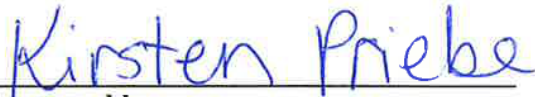
Please Note: Agenda items listed with asterisks (**) have additional information available for public review at the business office.

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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