

**Konocti County Water District
Board Meeting Minutes
June 25, 2025**

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

1.0 **Call to Order** – President Priebe called the meeting to order at 1:05pm

Board Members: President Priebe, V.P. Stanley, Directors; Flora, McKay & Cook

Staff Present: GM Costner, Auditor Joann Ward, Account Clerk II, Sierra Cook

Guests: Darlene Serpa – Accounting Support

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 requested to add 2 items to the agenda due to significant litigation exposure, 2 cases, Government Code Sec. 54956.9(d)(2). Director Flora made a motion to add this to the agenda under section 9.2, Director Cook seconded, all members were in favor and the motion was passed.

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 **** May 28, 2025 Board Meeting**

5.0 **Financial/Business Office Reports to be Discussed/Corrected/Approved**
5.1 **** May Financial/Expenditure reports**

6.0 General Manager's Reports

6.1 ** Billing Office, Plant Status and Distribution System

6.2 ** Leak Report

6.3 ** Water Purchased/Sold

Director Flora made a motion accepting 4.0, 5.0 & 6.0, McKay seconded, all were in favor and the motion was passed.

BUSINESS:

7.0 Business Items

7.1 Clear-Well & Pump House, 8X30 Filter, Lake Line Extension and Lake Pump House**

Project - GM Costner says as of today we have asked for an extension on this project till December of 2025 so that the warranty work on the clear-well can be done. We are working through the punch list items and need to do the warranty work on the clear-well

7.2 ** KCWD Consolidation and Pipeline Replacement Project, Intertie with Highlands/ Lower Lake & Emergency Raw Water Booster Pump and Filter Media Project - The pipeline replacement project is complete. The ARV's have been installed for the inter-tie. This project has also been extended till December of 2025 due to the meter replacement project being added.

7.3 **18th Ave Low Income Apartments - GM Costner says distribution staff has been doing fire flow testing around 18th Avenue. While doing the test they discovered there was a valve that needs to be replaced.

7.4 **2023-2024 Audit – The audit has been done. We should be receiving the completed audit soon and when we do it will be presented to the Board for review and approval.

8.0 New Business

8.1 Authorize the GM to hire a temporary Accounting Support employee – Guest Darlene Serpa introduced herself, explained what services she offers and told the Board about some of her experience with water districts and CPA's offices. A motion was made by V.P Stanley to hire Darlene as accounting support, the motion was seconded by Director Flora, all members were in favor and the motion was carried.

8.2 Authorize the GM to use LAIF money to purchase meters. The district will be reimbursed by grant funds – GM Costner asked for approval to use LAIF funds to purchase the new meters for the meter replacement project. This money will be reimbursed by Grant Funds. He explained that he would like to use the LAIF funds to purchase the meters now since there is a three – month lead time on getting the meters. Once the meters are purchased, we can submit the request for reimbursement. A motion was made by V.P Stanley to approve General Manager Costner to use LAIF money to purchase meters. The motion was seconded by director McKay; all members were in favor and the motion was passed.

8.3 2025-2026 Annual Fiscal Budget- Draft for approval – GM Costner and Auditor Joann Ward presented the new budget to the Board. After much discussion a motion was made by Director McKay to approve the 2025-2026 fiscal budget. The motion was seconded by Director Flora; all members were in favor and the motion was carried.

8.4 Pictures for Board Member Bios and Badges – Photos were taken for the new webpage for Board Member bios.

8.5 President's Report/Board Member Reports – President Priebe informed to Board of some recent meetings she attended and gave information for upcoming meetings. She also told the Board about her meeting with the auditors.

9.0 Closed session – Open session ended at 2:33pm. Went into closed session at 2:35pm.

9.1 Public Employee Performance Evaluation Title: General Manager
Gov. Code section 54957 -

9.2 Significate exposure to litigation pursuant to Government Code Sec. 54956.9(d)(2): two cases.

Closed session ended at 3:22pm

Reportable action during closed session: Director Cook made a motion to have County Council represent KCWD in the Smiley Harris case. This motion was seconded by V.P Stanley. All members were in favor and the motion was passed.

Director Flora made a motion to have Jackson Lewis Law Firm represent KCWD in the complaint of former employee, Paula Gallizioli. The motion was seconded by Director McKay; all members were in favor and the motion was passed.

10.0 Adjournment – President Priebe adjourned the meeting at 3:24pm

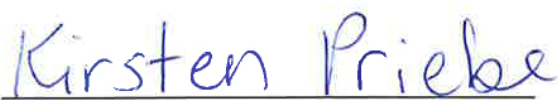
Please Note: Agenda items listed with asterisks (**) have additional information available for public review at the business office.

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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

