

**Konocti County Water District  
Board Meeting Minutes  
March 26, 2025**

**Time:** 1:00 P.M.  
**Location:** 15844 35<sup>th</sup> Ave  
Clearlake Ca, 95422

**1.0 Call to Order** – President Priebe called the meeting to order at 1:00pm

**Board Member Present** – All members present

**Staff Present** – GM Frank Costner & Auditor, Joann Ward

**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.

**President Priebe pulled 5.0**

**Consent Items:**

**4.0 Review/Approval of Minutes From**

**4.1 \*\* February 26, 2025 Board Meeting**

A motion was made by Director McKay to accept agenda items 4.0 & 6.0, V.P Stanley Seconded, all were in favor and the motion was passed.

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

**5.1 \*\* February Financial/Expenditure reports**

President Priebe asked for a question regarding the bad debt. General manager Frank Costner informed her that it is due to the water bill forgiveness from the Boyles Fire. A motion was made to approve 5.0 by Director Flora, seconded by McKay, all members were in favor.

- 6.0 General Manager's Reports**
  - 6.1 \*\* Billing Office, Plant Status and Distribution System**
  - 6.2 \*\* Leak Report**
  - 6.3 \*\* Water Purchased/Sold**

**BUSINESS:**

- 7.0 Business Items**

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

GM Costner provided an update to the Board. He explained that they are almost done with SCADA programming. T & S installed a new mast and coax on the radio tower at the raw water pumphouse so we are getting good communications from the remote sites. He explained that we may need to replace the coax on the treatment plant radio tower in the future. GM Costner also mentioned that this spring they are going to take all the usable equipment from the old pumphouse and then tearing it down.

- 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 pipeline project is completed, we just need to issue the final payment and have an inspection done by the State which is scheduled for April 10<sup>th</sup>. Regarding the Lower Lake / Highlands intertie; the two intertie roofs are being constructed. He says that he has received the change orders for the paving of Konocti View Rd and he is still working on the change orders for the PRV's on Boyles & Irving.

- 7.3 \*\*AT&T Lease proposal for Eureka tank cell site**

General Manager Costner informed the Board that he has heard back from AT&T regarding the lease proposal. He said that AT&T did not like KCWD's proposed changes to the lease.

- 7.4 \*\*18<sup>th</sup> Ave Low Income Apartments**

GM Costner says the project is moving forward. Project managers are trying to secure more Grant Funding and they expect to break ground sometime in December.

- 7.5 City of Clearlake: JPA committee report - Nothing new to report.**

- 7.6 Communications Committee Report - Nothing new to report**

- 7.7 \*\*2023-2024 Audit**

Auditor, Joann Ward informs the Board that the audit is scheduled for the 21<sup>st</sup> & 22<sup>nd</sup> of April. She has been working on gathering all documents and information needed for the audit.

- 7.8 \*\*Boyles fire update**

GM Costner said he is getting the PRV's that were damaged during the Boyles fire replaced and it is going to be covered by Grant funds.

- 7.9 \*\*New KCWD Webpage**

The new webpage has launched, the office has been working on getting all the information and documents posted to the new website. GM Costner said that they are still unable to get into to the old website. He has given the website host everything they have asked for and they still cannot gain access.

### **7.10 \*\*Grand Jury interview with KCWD GM**

GM Costner said he cannot comment on the interview but that he invited them to a tour of the treatment plant and raw water pumphouse.

## **8.0 New Business**

### **8.1 \*\*City of Clearlake Hydrant testing ordinance. Pilot hydrant testing program with the City of Clearlake**

GM Costner says that he overlooked an important part of the hydrant ordinance that was implemented by the City of Clearlake back in December. The ordinance requires KCWD to hire an outside agency to test the hydrants in the district. He says that KCWD cannot afford to pay the \$1,200 - \$1,5000 per hydrant to hire an outside agency to test the 105 hydrants in our district. He told the Board about a meeting he had with City Manager Alan Flora and mentioned that nobody is more qualified to test KCWD's hydrants than the licensed operators of the district. He suggested doing a pilot run of the hydrant testing with the City of Clearlake. Director Cook made a motion to have KCWD operators and City of Clearlake do a pilot run of the hydrant flow testing, Director Flora seconded, all were in favor except for V.P Stanley.

### **8.2 President's Report/Board Member Reports**

President Priebe gave a report about several meetings she attended during the month of March, such as a City Council meeting, LAFCO meeting, and the Risk Reduction Authority meeting. She went over the benefits of joining the Fire Wise group.

## **9.0 Adjournment – President Priebe called adjournment at 2:17pm**

**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

