

ELK COUNTY WATER DISTRICT
P.O. Box 54
Elk, California 95432

MINUTES
of the
Board of Directors Meeting
on Tuesday, January 2, 2024 - 6:30 pm
at 6129 S Highway 1, Community Center-Annex Building - East

1. **PRESENT: Board Members:** Kermit Carter, Denise Georganas, Juliette Wilcox, Gemma Barsby, Jay Penrod.
Staff: Charlie Acker, Manager, Rosi Acker, Secretary and Rio Russell, Operator
Public: -0-

Election of Officers: GB nominated KC as president, KC abstained, motion carried. GB nominated JP as vice-president, JW nominated DG as Sec/Treasurer, unanimous Vote.

2. **MINUTES:**
Action: Amendments/changes
Approval of Minutes: M/ DG, S/GB, Vote: unanimous, Abstain: -0-
3. **NEW BUSINESS:**
A. Quickbooks/Payroll update: RA: The payroll service will start with the Jan 15 payroll.
4. **PENDING ITEMS:**
A. Tank replacement project: CA: CA located the Coastal Commission folder with all the documents. There are new rules for tank replacements. 1/3 of free board is now necessary. If we replaced the existing tank of 84,000 gall we could do it possibly with an exemption. It would actually be a 112,000 gall tank and it would fit in the new spot where the Bonee tank is. CA will contact the Planning Dept and see if we can get an exemption for the new tank.
5. **MANAGER'S REPORT:**
A. Manager's Report: CA: --Ozone circulating pump and the valves connected to it needed replacing.
-- Samples taken
-- Monthly report was done
-- Leak on New Year's day at Christenson residence, service was turned off.
-- EM and RR tidied up the Greenwood Rd. project, installed a valve box.
-- New hardware was attached at the 30 k tank.
-- RR and KC got some good tech support for treatment plant computer. This had been a problem for 6 months. We paid a subscription for about 1 ½ years called Dream Report but hadn't been able to use it. It was a license issue and now it is fixed.
6. **SECRETARY'S REPORT:**
A. **Bills paid November/December:**
Action: Approval for Payment: M/KC, S/GB_,
Vote: unanimous, Abstain:
B. Balance sheet/Budget report/Monthly report November/December: RA
C. Review of customer payment status/delinquent accounts: RA. KC moved to authorize RA to arrange a formal payment plan for an outstanding water bill. S/JP, unanimous vote.
D. Discussion of Wages: RR: GB moved to pay both operators at class 1 and 2 at the same rate, i.e. \$25. S/ JW, unanimous vote
E. Audit FY 21/22 and FY22/23:RA. The audit for both years was completed by Rick Bowers and the

Financial Transactions Report was filed with the State.

F. KC moved that we continue to hold funds in a Certificate of Deposit and authorize RA to roll it over when it comes due in January, S/GB, unanimous.

7. RATE AND FEE STRUCTURE:

A.

8. BOARD POLICY:

A.

9. COMMUNICATIONS FROM THE BOARD:

A.

10. COMMUNICATIONS TO THE BOARD:

11. MISCELLANEOUS:

A)

ADJOURNMENT: M/ GB, S/JW, Vote: unanimous, Time:7:14 pm

PUBLIC COMMENT:

The Board welcomes participation in the Board meetings. Comments shall be limited so that everyone may be heard. This item is limited to matters under jurisdiction of the Board that are not on the posted agenda and items which have not already been considered by the Board. The Board limits testimony on matters not on the agenda to 3 minutes per person and not more than 10 minutes for a particular subject.

Individuals wishing to address the Board under Public Comment are welcome to do so throughout the meeting. To best facilitate these items, please notify the Chairperson of the Board.