

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

**MINUTES**  
**of the**  
**Board of Directors Meeting**  
**on Tuesday, October 3, 2023 - 6:30 pm**  
**at 6129 S Highway 1, Community Center-Annex Building - East**

1. **PRESENT: Board Members:** Kermit Carter, Gemma Barsby, Denise Georganas and Jay Penrod. Juliette Wilcox was absent.  
**Staff:** Charlie Acker, Manager and Rosi Acker, Secretary.  
**Public:** -0-
  
2. **MINUTES:**  
**Action:** Amendments/changes  
Approval of Minutes: M/GB, S/KC, Vote: unanimous, Abstain: -0-
3. **NEW BUSINESS:**
  - A. Quickbooks' change to cloud only, quote/decision: RA received a quote from Kathy Babcock Bookkeeping Services in Fort Bragg for \$95/month for 5 employees or less. They will do Federal and State reporting and payments too, send the payroll reports back to ECWD and RA will continue to issue the paychecks manually in house. M/GB to have Kathy Babcock's office in Fort Bragg do the District payroll starting on January 1, 2024 for \$95/month (5 or less employees), S/DG, unanimous vote.
4. **PENDING ITEMS:**
  - A. Tank replacement project: CA: no news
5. **MANAGER'S REPORT:**
  - A. Manager's Report: CA: --The pipe replacement on the South side of Greenwood Rd. is the next project. CA, RR and EM designed a bypass pipe so the 4 houses will have uninterrupted water supply. They'll start on it tomorrow. The plan is to put a 2" pipe through the old 4" pipe, thus avoiding having to dig up the whole length which is very close to the roadway.  
--Chemical and mineral tests on the source were due (every 9 years), also lead and copper testing on 5 houses (every 3 years) plus the quarterly tests. All tests were done and CA transported them to Santa Rosa.
6. **SECRETARY'S REPORT:**
  - A. **Bills paid September:**  
**Action:** Approval for Payment: M/KC, S/GB,  
Vote: unanimous, Abstain: -0-
  - B. Balance sheet/Budget report/Monthly report September: RA
  - C. Review of customer payment status/delinquent accounts: RA
  
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/ JP, S/GB, Vote: unanimous, Time: 6:51 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.