



COTTONWOOD WATER DISTRICT

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MINUTES

REGULAR BOARD MEETING

Date: October 12th, 2022

Time: 4:00 PM

Location: District Office

Board Members

Lewis Presley	Chairperson	Present
Ron Spurgeon	Vice Chair	Present
Art Parham	Board Member	Absent
Nick Shidlovsky	Board Member	Present
Vince Dunn	Board Member	Absent

District Staff

John Hollmer	General Manager	Present
Candice Krames	District Secretary	Present

AGENDA ITEM(S):

1. Call to Order

- a. The Cottonwood Water District Board of Director's meeting was called to order at 4:04pm by Lewis Presley, Chairman.

2. Comment Period

- a. Persons wishing to address the Board on a matter, which is not listed on the agenda, Pursuant to Government Code Section 54950. (Time Limit may be utilized at the discretion of the Board). Members of the public may address the *Closed Session* matters at the time the closed session is announced.

1. No Public Comment.

3. Consent Agenda Items

Approve minutes of the Regular Board Meeting August 10th, 2022.

1. A motion was made to approve the minutes of the Regular Board Meeting August 10th, 2022 by Spurgeon and seconded by Shidlovsky. 3 yes votes, motion passed.

b. Approve Payment of August 2022 bills.

1. A motion was made to approve payment of August 2022 bills by Shidlovsky and seconded by Spurgeon. 3 yes votes, motion passed.

c. Approve Payment of September 2022 bills.

1. A motion to approve payment of September 2022 bills was made by Spurgeon and seconded by Shidlovsky. Motion passed.

4. Regular Agenda Items

a. Acknowledge Employee Russell Roberts formal resignation.

1. Russell accepted a job offer for the City of Anderson as the Superintendent of Roads and Water. We wish him luck. He expressed interest to John in remaining on-call for our District. Ron stated to refer to the by-laws that were created for Cletus, our prior retired employee about how to handle on-call pay for Russell. A request to have John create a contract for the District with Russell to have an agreement on standard rate pay verses emergency hourly pay. Details of hours worked over an 8-hour day will be time and a half. Suggestions to consider a higher rate to match what he currently makes at his new position was made. John suggested maybe \$75.00 per hour for emergency repair calls. This contract would be for an on-call position, hourly with no benefits. A recent problem at Well #3 was resolved quickly thanks to Russell and his quick response and expertise. The board agrees. Keeping on-call charts so that whoever is assigned the on-call day will be responsible for that day.

b. Address Board Member available seat.

1. John spoke with Mary Paul at the County Clerk's office. She and Kristin in a different department could not give a direct answer on filling our vacant board seat. Their advice to advise with our legal counsel to see if we are following protocol. It was John's understanding that once Vince passed

away, we had a 90-day window to appoint someone. Now we are to wait until the next election, in 2024 to appoint someone. We may be able to run a special election. Mary Paul advised our District to post the available seat to the public and call a special election on the next election date so our District is following the California law code 780 to fill a vacant seat at an election for a special district. The board advised Candice to create a flyer to post in our office lobby and in a public area for the vacant seat. Discussion came up in regards to Vince water account and to make changes in January 2023.

c. General Manager update

1. The lead and copper tests came back good. These are done every 3 years.

A booster pump went out at Well #3 this past weekend. XIO system said all tanks were full but there was no pressure in the tank, giving a false reading. The pump came from J & J Pumps and Russell had it up and going by 10:00am. The source of the problem may have been from when Shasta Beam installed wiring and something was done incorrectly. Also, Well #3 now has a new generator. It arrived and is bolted down, not towable. A bill should be coming soon to pay. The Audit was completed in September and the reports should be available for the next board meeting. A report is to be signed by Lewis this meeting to finalize it.

Candice confirmed in regards to wage increases were last given in 2019 of a 2.25% increase to Donna and Louie.

Emergency projects have come up the last few weeks. A line repair behind the duplexes off Main Street was done. The Charter school line install is complete. The customers in that area did loose water a total 2-3 days.

Discussion to hire a replacement for Russell came forward. John stated there is no need to rush to hire someone with slow season approaching. He feels this is a good savings for the District for now.

The grant process is a lot of back and forth at this point. The technical assistance request is on hold for now. John applied for the generator Grant for backup generators. They will be non-towable generators. Our District is on a list and will hopefully hear from them soon as there are plenty of funding for generators out there.

Keep Louie busy on fire hydrant painting, some are still looking shabby.

5. Closed Session

No closed session requested.

DISCUSSION:

ADJOURN: With there being no further business, The Cottonwood Water Board of Director's meeting was adjourned by Lewis Presley at 4:45pm.

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A person needing assistance should contact the District office by telephone @ (530) 347-3472 or by mail @ PO Box 2130, Cottonwood, CA 96022

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