



# COTTONWOOD WATER DISTRICT

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## MINUTES

### REGULAR BOARD MEETING

Date: March 13, 2024  
Time: 4:00 PM  
Location: District Office

#### Board Members

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

#### 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 4:05pm by Nick Shidlovsky, 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. Guest: Lynn Peebles with no public comment.

### **3. Consent Agenda Items**

- a. Approve minutes of the Regular Board Meeting January 10, 2024.
  1. A motion to approve the minutes of the Regular Board Meeting for January 10, 2024 was made by Spurgeon and seconded by Presley. Motion passed.
- b. Approve Payment of January 2024 bills.
  1. A motion to approve payment of January 2024 bills was made by Parham and seconded by Spurgeon. Motion passed.
- c. Approve Payment of February 2024 bills.
  1. A motion to approve payment of February 2024 bills was made by Presley and seconded by Parham. Motion passed.

### **4. Closed Session**

- a. Not Requested.

### **5. Regular Agenda Items**

- a. GM District Update
  - Grant update
    1. The technical assistance program is progressing forward. PACE Engineering has completed a large chunk of the engineering and we were supplied with a report of our district system deficiencies technical memorandum listing all that needs improving and how much it will cost. The estimated cost is \$9,128,535.00.
  - Tank cleaning
    1. The tanks got cleaned out by same people as last time. John arranged to have the flushing of the hydrants and annual chlorination done the same week with notices out to customers.
  - Flushing
    1. The annual flushing was done same week as the tank cleaning. The taste of chlorine stayed longer in the water due to lack of containments.
  - AC at office and shop
    1. The heater at the shop has been out of commission for a while. Had a A/C heating company come try to service it but it is old. John proposed to look into replacing the A/C units and heating and both the office and the shop because they are old. Split units would be the best option.
  - Parts order for service truck
    1. John just let the board members know that they have stocked the service truck with additional fittings/tools/repair clamps etc.
  - CFN Fuel cards for employees
    1. John had Candice inquire for CFN fuel cards for future use in our District for the company trucks. The use of Holiday fuel only comes with many challenges

and the district needs easier option as well as an additional source of fuel in case of emergencies.

- JPIA Grant for new entry gate partially awarded.
  1. JPIA Grant was not rewarded to our District. Our application highlighted safety issues and since we do not have workman's compensation through them, this did not qualify. But they did have some other funding available for this type of improvements of risk analyst. Partial award of estimated \$2,000 to be put towards a new entry gate.
- Review quotes for new roof at corporation yard.
  1. John got three quotes for a new roof at the shop:
    - Hamilton Roofing was \$15,650.00
    - Tugwell Roofing was \$21,000.00
    - Harbor Roofing was \$28,000.00 which included 35 sheets plywoodSuggestions from board members is to get quotes on a metal roof. Each roof estimate includes 30-year roof/ 5-year warranty.
- Misc..
  1. The approval of the new billing software means the district will need a new merchant and new website. Candice presented NextBill Pay for the new merchant who partners with Ampstun billing software. They provided different payment options on if we want to lower the cost to our customers for using debit/credit cards. After crunching numbers, it was decided the best interest is to eat a portion of the processing fees if a customer pays online through our website or by the provided 800 number for payments only. Otherwise, any customer coming in will pay a higher fee by calling directly in the office or coming into the office. This will hopefully encourage customers to sign up for auto pay and free up employee's time. No motion was needed, the board members gave John permission to make the decision with the district best interest in mind.

## **DISCUSSION:**

**ADJOURN:** With there being no further business, The Cottonwood Water District Board of Director's meeting was adjourned by Nick Shidlovsky at 4:59pm.

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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  
At least two business days in advance. Accommodations may include assistance, seating, or alternate format. If requested, this document and other agenda materials can be made available in an alternative format for person with a disability who is covered by the Americans with Disabilities Act.