

KEELER COMMUNITY SERVICE DISTRICT BOARD MEETING

MINUTES

Tuesday, August 16, 2022, 6 pm

Meeting Location: Zoom Meeting

Meeting ID: 820 4763 6155 Password: 130529

**Board Members present:**

Jayna King  
Jeanne Elliott  
Tammy Hursell  
Sherry Cosgrove

**Members of the Public present:**

Theona Wasson  
Grace Holder  
Robert Spry  
Sarah Lee  
Carole Puryear  
Alice Robertson

1. Tammy Hursell called meeting to order at 6 p.m. and read the statement for need of electronic meetings.
2. Statement for need of electronic meetings during a state of Emergency Whereas the Keeler Community Service District has considered the circumstances surrounding the Covid-19 Pandemic. Whereas the emergency continues to directly impact the ability of the members to meet safely in person. Whereas local officials continue to impose or recommend measures to promote social distancing. Whereas California Assembly Bill 361 was passed to facilitate virtual meetings. The KCSD will meet electronically while the emergency measures remain in effect and make a finding at the beginning of each meeting. These findings will continue as long as local or state officials recommend such safety measures. This law remains in effect until January 1, 2024 or until repealed. All votes taken will be by roll call.
3. Jeanne Elliott made motion to approve the minutes from KCSD Regular Board Meeting of July 19, 2022. Jayna King seconded. 3 Ayes, 0 Noes. Approved.
4. Karen Riggs reported that of 70 accounts 64 current and 6 are in arrears. Jayna King made a motion to accept the Customer Report. Tammy Hursell seconded. 3 Ayes, 0 Noes. Approved.
5. Financial Report: Karen Riggs reported that income for July was \$2,769.75. Expenses were \$3,582.92 including Crystal Geyser for \$1,908.48, Gardner's True Value for \$450, Manor True Value for \$527.88, Streamline for \$50, Secretary/Treasurer for \$400 and Southern California Edison for \$646.56.  
  
Karen Riggs noted that the bottled water expenses will be reimbursed and without those costs (which includes transporting), the expenses would have been \$1,624.44.

KCSD claim on cash on 7/31/22 was \$65,682.27. Jeanne Elliott made motion to approve the financial report. Jayna King seconded. 3 Ayes, 0 Noes. Approved

6. Petty Cash Report Karen Riggs reported the was \$172.40 in petty cash, same as last month. Jayna King made a motion to approve the Petty Cash Report. Jayna King seconded. 3 Ayes, 0 Noes. Approved.

7. CAPPII Update - Clean Air Projects Proposal Grant update. John Bowden has been communicating with BLM and Cal Trans to get things going. Jayna King will be informed when a meeting is arranged.

8. Update of bottled water grant Bottled water grant. Jayna King and Karen Riggs had a meeting with RCAC and began coordinating the transfer of responsibility. The Bottled Water Grant contract was mailed to Jayna and it required a signature from Jim Macey, who is out of the area for now. An extension was given and arrangements were made for Jim to sign the contract and mail it to Mohamed Salem at California Water Boards. Jayna has emailed to verify that the contract was received. RCAC said the delay gave them the opportunity to better review the contract. RCAC was also looking at the possibility to reimburse for labor for the last year. RCAC wants to do an outreach with the Keeler community.

9. Water level monitoring equipment for the KCSD well: Grace Holder of Great Basin Unified Air Pollution Control District reported that first unit had been installed and set up, but high temperatures damaged the electrical apparatus. A new industrial unit which can handle temperatures up to 175 degrees Celsius was ordered, has arrived and will be installed. It is a similar system, using sound waves to calculate the water depth and will be mounted on the same access point. It is a little larger and will be accessible for KCSD to check water depth. The first unit cost GBUAPCD \$600; the second one ran \$2200. Alice asked what the water temp was and Grace responded that it is running about 70 degrees.

10. Administrative Update from Provost and Pritchard. Sarah Lee of P&P said there was no new update since last month when Provost and Pritchard had submitted their report on deliverables for the assessment phase to the California Water Board, received feedback and then re-submitted them. There is no timeline at this point.

11. Discuss/Approve Purchase of Back-up Generator: Tammy Hursell began the discussion by noting how the crazy weather has made the electrical power inconsistent. Tammy is in favor of getting a backup generator in the ballpark of \$10,000. Jeanne Elliott said she will check into solar generator. Tammy suggested a dual diesel and solar. It was noted that the fire suppression system works only when there is pressure in the system and if there is water in the tank. Karen Riggs relayed information that by Jan. 1, 2024, all small water systems are required to have continuous power available. She also noted that there may be funding for it. Robert Spry said beyond putting in a slab, it is necessary to have a collector system in case of fuel spillage and a building to contain the generator. Grace Holder offered assistance as GBUAPCD has staff who have operated remote air and pollution monitoring equipment powered by solar and propane.

12. November Election update: There are eight people running for 5 positions on the Keeler Community Service District. The election is Nov. 8. And it will cost KCSD between \$2,000-3,000.

13. Secretary/Treasurer job discussion: Karen Riggs conveyed to the KCSD Board that she could continue as secretary/treasurer it until January, 2023 and suggested that KCSD pay someone hourly to start training. Also, she recommended splitting the job in two. Theona Wasson performed the job for three years and called it very demanding on a weekly basis, responding to demands from the state and county. She recommended upping the allowance and having someone from Keeler. Tammy said she wouldn't do it for \$400. Jeanne Elliott said the duties of treasurer should be taken over by a board member. Alice Robertson said a Board member is not allowed to get paid. Tammy Hursell responded that a board member may get paid as long as they have taken the ethics course. Sherry Cosgrove said that one reason the Secretary/treasurer job has become more complex is she is doing reports that a water operator would normally fulfill.

Jayna King asked if Provost and Pritchard is willing to work with a water operator who is fresh. Sarah Lee said there is no clear answer yet, but noted that to bring a water operator from outside could cost up to \$2,000 a day. The item was tabled for next meeting.

14. Operations: Jayna King has set up an appointment with contractor Jeff Smith for Thursday between 8-9 to look at leak in the alley and provide a quote to repair it.

Sherry Cosgrove has been completing tests to bring KCSD up to date on water testing.

Sarah Lee said she will let the state know about KCSD plans : Paying for election. Sending out job descriptions, set an hourly rate for different positions, and the need for a contract operator.

15. Director's Reports

Jim Macey

Sheri Cosgrove

Tammy Hursell – said she had not heard back from Carl and John. “It is asking a lot from him to come out and look at our fire hydrants.” Robert Spry said he and John Dukes are checking fire hydrants and have found some of the older hoses are rotten.

Jeanne Elliott noted that water distribution is tomorrow.

Jayna King will be distributing water, as well.

16. Public Comment

Alice Robertson asserted her expertise and offered help.