

**KEELER COMMUNITY SERVICE DISTRICT
BOARD MEETING
AGENDA
Tuesday, May 17, 2022
Meeting Location: Zoom Meeting
Meeting ID: 820 4763 6155 Password: 130529**

Board Members Present:

Jayna King
Tammy Hursell
Sheri Cosgrove
Jeanne Elliott

Members of the Public Present:

Theona Wasson
Alice Robertson
Carole Puryear
Sarah Lee
Steve Spencer
Dan Dickman

- 1. Board Chair** Tammy Hursell called the meeting to order at 6:03 p.m.
- 2. Tammy Hursell read the 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 This law remains in effect until January 1, 2024 or until repealed.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. Minutes:** Jeanne Elliott made a motion to approve the minutes from KCSD Regular Board Meeting of April 19, 2022. Jayna King noted that Jim Macey attended the onsite meeting with Provost and Pritchard, not herself. Tammy Hursell seconded. 4 Ayes - 0 Nays; passed unanimously.
- 4. Customer Report** Of the 70 customer accounts, 28 are current, 22 are ahead and 20 are behind, two months or more. Any accounts that are 120 days overdue on June 1 will receive a registered letter notifying them that their past due

accounts will be added to their property tax bill. They will have the opportunity to contest the bill or set up a payment plan. Sheri Cosgrove made a motion to approve the customer report. Jeanne Elliott seconded. 4 Ayes - 0 Nays; passed unanimously.

5. Financial Report: As of April 30, the KCSD Claim on Cash was \$42,212.32. Income for April was \$2,555.95. Expenses were \$3,369.25, including Crystal Geyser for \$1,754.88; Gardner's True Value \$400; Manor True Value \$263.94; Fed Ex \$49.41; Streamline \$50.00; FGL \$44.80; Environmental Health \$400; Secretarial \$400; Steve Dickman \$516.07 and So Cal. Edison \$307.70.

Alice Robertson criticized the format of the financial report, the amount of chlorine being purchased and the cost of the leak repair. Karen Riggs will check on the format of the financial report for clarity. Sheri Cosgrove made a motion to approve the financial report. Jayna King seconded. 4 Ayes - 0 Nays; passed unanimously.

6. Petty Cash Report – there is \$126 in petty cash. No money from petty cash was spent since last month. Jeanne Elliott made a motion to accept the Petty Cash report. Sheri Cosgrove seconded. 4 Ayes - 0 Nays; passed unanimously.

7. GBUAPCD Contract Update. Tentatively, the contract between Great Basin Unified Air Pollution Control District and Keeler Community Service District was approved. Tammy Hursell noted that official word had yet to arrive. Alice Robertson criticized the project and the contract. Tammy Hursell noted the contract had been on the KCSD Board Agenda for three months consecutively and public testimony had been sought before contract approval.

8. Provost and Pritchard Update. Steve Spencer met with Jim Macey, John Bowden and Dan Dickman for a tour of the well, the tank site and the community. Steve Spencer said they talked about the old well site, among other topics. Also on the tour were a representative from Golden State Water (partner on the project) and an engineer from the Division of Drinking Water. Steve Spencer also met with Inyo County Auditor Assistant Christie Martindale. Provost and Pritchard representative Sarah Lee noted that P&P were still in the initial 90 days of assessment and a work plan is due to the state water board. She said it will be a phased process and something that continues to require patience.

Sarah Lee said the state's rules prevented maintenance and operations being included in their budget. The Administrator Handbook guidelines are online https://www.waterboards.ca.gov/board_info/agendas/2019/sept/091719_6_cs1_cleanversion.pdf Once the Administrator is appointed, they may seek grant funding, including for Capital Improvement grants. The State of California pays for the administrator.

Sarah Lee said the Administrator will be acting on behalf of Keeler CSD. She said the KCSD should proceed as usual for now, but in a couple of months the administrator will be having full scope responsibility. "Full scope means full scope," she said, "while acting in the water system's best interest." Once the administrator is in place, the board will be dissolved. Community accountability is required, and an engagement plan will be implemented to understand the way in which the community wants to communicate, according to Sarah Lee, with quarterly meetings required.

Sarah Lee said she thinks the two-year time frame will end up getting extended to more time. Costs associated with running the system will continue to come out of the KCSD budget. "Our team will do the billing," she added.

9. Update of bottled water distribution and Grant status from the California State Water Resources Control Board. Jayna King said she returned the signed copy of the Draft Bottled Water Agreement to the Financial Division of California Water Boards. Theona Wasson asked what the "indirect costs" meant in the contract. Jayna King said she will check with Mohamed Salem when she talks with him next week.

10. BLM Contract Land Lease Agreement. Tammy Hursell said there was a 30-year agreement with the Bureau of Land Management for a lease of the land where the Keeler Well sits and it's been 38 years. She has volunteered to contact BLM. Her biggest question is whether KCSD is allowed to make outside water sales.

11. Conflict of Interest Code Requirement to Review: Jeanne Elliott noted that the KCSD bylaws included the legal guidelines necessary and there was no need for changes to the Conflict of Interest Code at this time. Tammy Hursell made a motion to check the appropriate box and return the form to the Inyo County Counsel. Jeanne Elliott Seconded. . 4 Ayes - 0 Nays passed unanimously

12. Garrison Brothers Well Service Invoice (\$3,000) Tammy Hursell noted that Garrison Brothers had pulled the pump when there was thought to be an electrical problem; the work was done and the invoice needs to be paid. Tammy Hursell made a motion to pay the Garrison Brothers Well Service Invoice. Jayna King seconded. 4 Ayes - 0 Nays; passed unanimously

13. CAPPII: Karen Riggs verified with Aaron Steinwand that the CAPPII Grant application had been received.

14. LIHWAP Update: Karen Riggs said the grant application for Low Income Household Water Assistance Program had been submitted.

15. EAR Update. The Electronic Annual Report was almost complete and is due at the end of the week, according to Karen Riggs

16. The 2022-23 KCSO Budget is due to Inyo County by June 30. The budget has stayed consistent for many years, budgeting income low and expenses high. In 2019 income went up when all landowners became customers. Karen Riggs asked the Board to consider how much it will cost to have a water operator and put that in the upcoming budget.

Sarah Lee said Provost and Pritchard will be developing an operations and maintenance plan. Part of implementing that plan would be finding a water operator, paid for through the water rates or additional O&M funding. P&P would seek additional funding to do what needs to be done to come into compliance. In the meantime, proceed as best you can, she said.

Once the administrator order is issued, then the administrator will have signing authority on behalf of KCSO.

18. Operations: Sheri will call Manny to ascertain his availability for fixing the leak in the alley. Carole Puryear said mapping for the Feasibility Study indicated there were three leaks in the system; the map is on Diamond Maps.com. She said she knew there were several items missing from the map which she will update when she gets back to Keeler.

19. Director's Reports

Jim Macey

Sheri Cosgrove

Tammy Hursell

Jeanne Elliott Reminded the Board members that they will need to file their 700 Forms because this is an even year ..

Jayna King – will email the board with an update with Mohamed

20. Public comment - Theona Wasson complimented the Board on their hard work and accomplishments.

21. Adjournment 7:43 pm.