

# KEELER COMMUNITY SERVICE DISTRICT

## BOARD MEETING

### MINUTES

Tuesday, June 20, 2023, 6 p.m.

Meeting Location: Keeler Volunteer Fire Department

Zoom: Meeting ID: 854 0319 2384 | Passcode 576403

Board Members Present: Sheri Cosgrove, Karen Riggs, Myrna Tew, Bailey McRoberts

Members of the Public Present: Tonia Holmes, Dawn White, Robert Spry, Jeanne Elliott

**1. Call Meeting to Order**

KCSD Board member Karen Riggs called the meeting to order at 6:05PM.

**2. Discuss/ Approve Minutes from KCSD Board Meetings of March 21, April 18, May 23 2023**

A motion to approve the March 21<sup>st</sup>, April 18<sup>th</sup> and May 23<sup>rd</sup>, 2023, meeting minutes was made by Sheri Cosgrove and seconded by Myrna Tew. The motion was unanimously approved.

**3. Swear in New Board Members**

Myrna Tew and Bailey McRoberts recited their oaths becoming the newest Board Members of KCSD. Karen Riggs confirmed that conflict of interest forms would be submitted to the County.

**4. Update on Lightening Strike at Keeler Well Site**

The Board provided a brief report on damage at the well site caused by lightning strikes. Tonia Holmes from Provost & Pritchard followed by informing the Board that Southern California Edison had conducted repairs but could not complete them upon the initial visit. A second visit was conducted allowing both pumps to become fully operational once more. Ms. Holmes confirmed that an electrician would be scheduled to follow up on the repairs and would evaluate the system for additional damage. Ms. Holmes also noted that any additional recommended repairs would be covered with grant funding and not by the residents of Keeler.

- *Karen Riggs/Jeanne Elliott- Proposes a phone tree*
- *Robert Spry raised a comment that the panel needs to be replaced.*

- *Tonia advised that system/operation updates would be part of a greater overall effort using state funding.*
- *Tonia/Karen/Jeanne: Discussion on creating preferred contact list and posting emergency numbers at post office and firehouse so they are more accessible to Residents (Use Golden State Company Phone #)*
  - *Importance of Using Info for Emergency Purposes Only*

## **5. Update on CAPPII Clean Air Projects**

Board Member Karen Riggs advised that the project had been placed on hold due to HWY 136 being closed and increasing transportation costs. She stated that John Button was still working on getting things “in line” and “ducks in a row.”

Karen advised they needed to ask Steve about the additional funding that of \$60,000 in land improvements that they suspect is for the “grant/berm.” Ms. Holmes stated that she would follow up on the inquiry upon receipt of the line item from Karen Riggs.

## **6. Budget and Financial Update**

Karen Riggs advised that the cash claim as of May 1<sup>st</sup> was \$60,464.07 and that she had asked the County for a more detailed description of disbursed checks. She noted that website vendors such as Provost and Pritchard were not receiving invoices. Tonia requested that KCSD let her know of any updates that need to be made to the system to ensure Provost & Pritchard received submissions.

Jeanne Elliott advised that she had not received clarity on the billing discrepancies from Golden State invoices. Robert Spry stated that Golden State advised that it was a misprint. Dawn White from Golden State advised that she will follow up internally to ensure all payments and outstanding items were handled appropriately.

## **7. Update on RCAC Bottled Water Delivery**

Karen Riggs confirmed that deliveries would be taking place Thursday of the week. She also noted that RCAC would be delivering water to all residents unless residents called RCAC directly and stated they would not like to receive the deliveries.

Robert Spry raised a concern on lack of recycling of large water jugs throughout the community. Jeanne Elliott followed in agreement saying she believed the community “could do better” as well.

Participants also discussed road closures and how it could worsen trash conditions and the residents’ ability to recycle. Karen Riggs asked Robert Spry and the rest of the Board if there was any interest to lobby for additional recycling containers. Mr. Spry confirmed that he would work on procuring about three additional trash cans from a contact in Bishop.

## **8. Operations of System**

Karen Riggs invited Ms. Holmes to provide updates on the system. Ms. Holmes stated that she did not have specific updates at this time (as a broader update would be given at quarterly meetings) but noted was available to answer any specific questions anyone had. No questions were immediately relayed.

Sheri Cosgrove congratulated the team on their efforts, stating “there was a major operational deficiency, emergency, that was fixed in two days.” Karen Riggs agreed saying there was a lot of cooperation involved. Ms. Holmes said focus would be placed on the “lessons learned and feedback” to be better prepared for incidents like this in the future.

Robert Spry noted that an effort could be made to inform people with chlorine allergies of over chlorination. Dawn White followed by saying that chlorination levels could fluctuate but “remain within EPA limits.” Discussion on flushing lines followed and Karen Riggs confirmed they had not been flushed in an extended period of time. Dawn White confirmed this was part of Golden State Water’s planning process and updates on flushing would be provided to the community.

Karen Riggs confirmed that a community engagement event would be held in July.

## **9. Discuss meeting Quarterly**

Karen Riggs requested input on changing the bylaws and meeting quarterly. She noted that if operations ran smoothly there may be a reduced need to

meet every month-long term. Board member Sheri Cosgrove advised that she believed KCSD “was not there yet” but clarified it was something it could work towards. Sheri Cosgrove and Myrna Tew discussed scheduling special board meetings as needed in between quarterly meetings.

Karen Riggs asked if she should prepare revisions to the Bylaws reflecting the adjusted meeting schedule and noted the changes would not likely take effect until September. Sheri Cosgrove was agreeable to that timeframe but stressed that KCSD had other administrative tasks to complete first.

Karen Riggs concluded by noting KCSD had a new Board Member opening.

**10. Board of Director Reports**

- a. Sheri Cosgrove – No Comment.
- b. Myrna Tew – No Comment.
- c. Karen Riggs – “Show we have the where with all and its ongoing and show that when there are hiccups, we get a response.”
- d. Bailey McRoberts – No comment.

**11. Public Comment**

Jeanne Elliott said she would like to see more information on what is happening to the water system on the website, especially during events like the last power outage. She said she appreciated Karen’s email with information but felt more people check the website before their email and said some people may not even have an email address.

Sheri Cosgrove asked for clarity on whose responsibility it was to notify people not to boil water during emergencies. Tonia Holmes from Provost and Pritchard said she would revert internally to see who the best person will be to add the information to the website. Notices and information like the lighting strike and “do not drink” orders will be posted online in addition to emailed. Dawn White discussed the complexities between boil orders, “do not drink” notifications, and effects of potential losses of pressure. Karen Riggs confirmed that residents were told to drink bottled water only, so certain warning notifications did not apply at this time.

Karen Riggs asked for clarification on whether Golden State had access to the website to update emergency communications. Dawn White confirmed it did not, and that it would work with Tonia Holmes at Provost and Pritchard to determine the best course of action for emergency communications. Karen Riggs concluded by stressing the need to conserve water during this time.

Robert Spry concluded by reminding KCSD to provide transparent minutes that accurately captured the board meetings— “You cannot pick and choose what you want on that whether it is water related or not. If you don’t believe me, call the State, call the Commissioner’s office, I’ve already been in discussion with them. I’m going to give you a chance to be transparent now.” He also asked if there would be public foyers. Karen Riggs responded by saying she believed those could be requested as part of the Freedom of Information Act. Robert Spry stated that it did not need to be requested from the State and that KCSD had to have its own. Karen Riggs confirmed she would look into it.

Karen Riggs and Sheri Cosgrove adjourned the meeting at 6:59PM.