

**KEELER COMMUNITY SERVICE DISTRICT
BOARD MEETING
Minutes
Tuesday, Mar. 15, 2022
Meeting Location: Zoom Meeting
Meeting ID: 820 4763 6155 Password: 130529
Time: 6:00 PM**

Board members present:

Jeanne Elliott, Tammy Hursell, Jayna King, Jim Macey

Public present: Grace Holder

- 1. The meeting was called to order at 6:05** by chairperson Tammy Hursell
- 2. Statement for need of electronic meetings during a state of Emergency was read:**
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 This law remains in effect until January 1, 2024 or until repealed.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. Approve Minutes** Tammy Hursell made a motion to approve the minutes from KCSD Board Meeting Feb. 15, 2022. Jeanne Elliott seconded. 4 ayes - 0 nays. Approved unanimously.
- 4. Customer Report:** Karen Riggs reported that of the 70 customer accounts, 35 are current; 19 are ahead, some up to a year; and 16 are in arrears, 3 months or more. Jeanne Elliott made a motion to accept the customer report. Jim Macey seconded. 4 ayes - 0 nays. Approved unanimously.
- 5. Financial Report:** Karen Riggs reported that income for February was \$6,608.80 which included the Arrearages Grant for \$4,321.88, which has been distributed to customers' accounts who qualified. Expenses were \$32,476.33, including Garrison Brothers Well Service for \$29,031.61; United Rentals for \$2,040.78; Secretarial for \$400; State Water Resource Control Board for \$250.00; Office Supplies for \$103.96; Streamline (website) \$50.00; Fruit Growers Lab for \$43.20 and So. California Edison for \$556.78 (2 months). Claim on cash is \$40,930.76. Tammy Hursell made a motion to accept the Financial Report. Jayna King seconded. 4 ayes - 0 nays. Approved unanimously.

6. Petty Cash Report: Karen Riggs reported that there is \$126 in petty cash. Jeanne Elliott made a motion to accept the petty cash report. Tammy Hursell seconded. 4 ayes - 0 nays. Approved unanimously.

7. Report on purchase of metal shelf for Conex container. Tammy Hursell reported that after organizing in the Conex, there didn't seem to be a need for a metal shelf, with the exception for parts. Jim Macey reported that he had organized the parts and it is possible to now walk from one end to the other unobstructed.

8. Update on California Administrator for Keeler Community Service District. Tammy Hursell read an email stating that the California Water Boards Division of Financial Support did provide a new administer assistance request assignment to Provost and Pritchard on March 4, 2022. Upon receiving that request Provost and Pritchard could begin their outreach and initial system assessment. They will develop a work plan that details the necessary scope of the plan to act as the administrator for Keeler CSD. When the work plan is approved they can become the official administrator. In a different email, it says they have three months to accomplish the plan development.

9. Update on California Water Boards Bottled Water Grant. Jayna King read an email California Water Boards that said the Rural Community Assistance Corporation (RCAC) would distribute bottled water in Keeler twice a month: on the 1st and 15th. The draft agreement is in formation. Jayna King said she will follow up once a month or as needed for information.

10. Discuss/Approve - Options on grant project submission for CAPPII Clean Air Projects Program II. Tammy Hursell reported that the KCSD CAPPII ad hoc committee had explored three options and had decided to present two options to the board for grant submission. John Bowden said a realignment of the berm at the Keeler Well Site would be about \$15,000 and to spread road base at the Keeler property, 285 Old State Hwy, it could take \$10,000. Tammy Hursell made a motion to direct John Bowden and Karen Riggs to work on the grant application for those two items and submit it to the board for approval at a special meeting on April 28. 4 ayes, 0 nays. Approved unanimously. Karen Riggs also expressed support for paving Hawley and for setting up a water conservation program.

11. Discuss renewing contract with Great Basin Air Pollution Unified Control District for supplying water to the Keeler Dunes Project. Tammy Hursell introduced this item noting that the contract between KCSD and Great Basin had lapsed and it had not been renewed or updated for several years. In response to questions from Jim Macey, Grace Holder said Great Basin had been monitoring the water level in the

Keeler Well with a pressure transducer, recording every 15 minutes. She said she would prefer to have a sonic or optic measurement instead of a cable, which can get stuck (and did get stuck twice). Grace Holder said she thought GBUAPCD could help research, purchase and help install such a device as part of the agreement. She noted that monitoring the water level was not only important to Keeler, but it is important as part of a larger project monitoring the Owens Lake groundwater.

Grace Holder said a lump sum could be a part of the agreement. The last contract included a \$25,000 lump sum payment.

Jim Macey asked about water sampling and arranging the lab work. Grace Holder said GBUAPCD would help, but they would prefer not to be tied to doing it every 3 or 6 months.

On water use payments, Grace Holder said it was originally set up for KCSD to read the meter and be invoiced every quarter, but it turned out to be more sporadic. With a history of water use now recorded, payments could be based on an average, Grace Holder said, using the numbers from the later years in which water use was higher, as all plantings have been accomplished.

Tammy Hursell said she would prefer a time limit (perhaps in 5 years) to review the agreement again, rather than for the life of the project.

GBUAPCD Board of Directors has a meeting in May when the agreement could be presented for consideration, but it could be later, Grace Holder said. The KCSD Board will elicit opinions from the community and bring it up again at the April 19 meeting. Tammy Hursell volunteered to work with Grace Holder on refining conditions of the agreement.

12. Resolution to support applying for funds for **Low Income Household Water Assistance Program (LIHWAP)**. Karen Riggs said there is a new program for low income water users in which a customer can apply for help on their water bill, if they qualify. KCSD would need to apply for the program to accept payments on behalf of the customers. Tabled for further information.

13. Operations Report: Jim Macey reported that the monitor which measures voltage supply at the Keeler Well malfunctioned. The monitor was replaced at no cost by the electrician. Garrison Brothers Well Service worked on solving this issue, also.

14 . Directors' Reports: Jeanne Elliott and Jayna King reported they had completed their 700 Forms. Tammy Hursell said it was a pleasure to see people working together and getting so much done.

15. Public comment There was no public comment.

16. Adjournment: The meeting was adjourned at 7:08 p.m.