

KEELER COMMUNITY SERVICE DISTRICT  
BOARD MEETING  
**MINUTES**

Tuesday, April 18, 2023, 7:30 p.m.

**Meeting Location:** Keeler Volunteer Fire Department

**Zoom Meeting ID:** 843 5985 2592

Board Members Present: Karen Riggs, Myrna Tew (virtual), Sheri Cosgrove

Members of the Public Present: Bailey McRoberts, Dan and Sharon Dickman, Dawn White, Tonia Holmes, Dan Raytis, Robert Spry

**1. Call Meeting to Order**

KCSD Board member Sheri Grove called the meeting to order at 6:02 PM.

**2. Discuss/ Approve Minutes from KCSD Special Board Meeting of March 22, 2023**

The minutes for the month of March 2024 are to be posted for public review on the District's website and will be voted for approval at the following board meeting.

**3. Discuss/Approve Appointment of New Board Member(s)**

The Board confirmed it had no members to appoint at this time.

**4. Introduction of Guests**

The Board introduced Tonia Holmes from Provost and Pritchard, Dawn White from Golden State Water, and Dan Raytis, attorney for the Administrator.

**5. Discuss Annual Reports, Secretarial Duties, and Public Notices**

The Board and Tonia Holmes discussed Provost and Pritchard providing minute-taking services for monthly board meetings. Ms. Holmes confirmed she would look into this request. Board Member Riggs confirmed that preparing and circulating the agenda is the responsibility of the board. Ms. Dawn White added that she was able to prepare the quarterly notice and would continue ensuring such notices were posted to the website. Discussions were also had on exploring reporting equipment options.

**6. Budget Consideration presented by Provost & Pritchard for contract water operator and grant funding to pay for the expense added to 2022-23 Keeler budget**

Tonia Holmes presented the budget and noted that it would be submitted to the County following the Board's review. She stated that the primary change to the budget was made to include funding for operations costs for the contract operator.

**7. Proposed budget for Keeler CSD for the 2023-24 fiscal year, presented by Provost and Pritchard**

Tonia Holmes also presented the budget and noted that it would be submitted to the County following the Board's review.

**8. Update on RCAC Bottled Water Delivery**

Water deliveries were successful for the month. The Board discussed changing water delivery from Tuesdays to another day.

**9. Update on CAPPII Clean Air Projects and Discuss/Approve Financial Officer**

Provost and Pritchard confirmed it would oversee the CAPPII grant and assist with reimbursements.

**10. Operations System maintenance**

Dawn White confirmed the operator had been collecting samples every week and that additional sampling would occur in May when quarterly manganese samples get collected. The Board also discussed chlorinating early due to a great deal of flooding.

**11. BLM Right of Way for Well Site**

Provost and Pritchard confirmed it would be working to get that updated and would let the Board know if any action items were needed.

**12. Board of Director Reports**

- a. Sheri Cosgrove – None.
- b. Myrna Tew – None.
- c. Karen Riggs – Board Member Riggs confirmed Provost and Pritchard would be aligning water boxes with the correct addresses.

**13. Public Comment**

- a. Dawn White added that notices on how to pay bills would be circulated. She also discussed processes for asbestos testing.

**14. Meeting Adjourned**

- a. The meeting was adjourned at 6:46 PM.