

MINUTES (Draft2)
KEELER COMMUNITY SERVICE DISTRICT
BOARD MEETING
Wednesday, August 25, 2021
Meeting Location: Zoom Meeting
Meeting ID: 858 6267 0506 Password: 712061
Time: 5:30 PM

Board Members Present: Noah Bricker, Sheri Cosgrove, Jim Macey

Public Present: Sharon Cummings, John Dukes, Jeanne Elliott, Tammy Hursell, Karen Nishimoto, Carole Puryear, Omid Rabbani, Alice Robertson, Bruce Spry, Robert Spry, Patty Thorn, Theona Wasson

1. Board member Noah Bricker called the meeting to order at 5:01 pm
2. Jim Macy made a motion to approve the minutes from July 20, 2021. Noah Bricker seconded. All in favor.
3. Customer Report: Karen Riggs reported that a total of 92 customers were billed in July. Fifty-two are active residential accounts in Tier 1 (\$35); 16 are in Tier 2, 17 are in Tier 3; 2 are in Tier 4 and 5 are commercial. Most are keeping close to current. Also, there may be some for Covid-19 relief funding available for people unable to pay their bill during the time period between March 4, 2020 and June 15, 2021.
4. Financial Report: Karen Riggs reported the revenue for July was \$1,554 and expenses were \$1,446.34. Net amount in account as of Aug. 4 was \$67,426.
5. Petty Cash Report: Karen Riggs reported that the petty cash currently has \$132.65. Since June 24, \$167.35 has been spent on stamps. Noah Bricker established that a petty cash form emailed from Christie Martindale needs to be signed by a board member to assign petty cash to Karen Riggs, as well as approved board minutes establishing that assignment.
6. Bylaws Update Discussion/Approval: Sheri Cosgrove said that one of the bylaw changes explored was the eligibility for board members, including people who own property in Keeler and are registered to vote in Inyo County. Citing a legal opinion from County Counsel, the wording recommended would be: "No person shall be eligible to be a member of the board of directors unless he or she is a voter of the district." Corrections were also noted including: Petty cash is \$300; the outside sale of water is \$50 per 4,000 gallons; and all tiers must be included in the rate chart. The updated bylaws will be voted on at a future meeting.

7. 2021/22 Budget: Karen Riggs noted that previous budgets were very close in estimating costs. One notable exception would be the price paid for financial auditing would be double in the coming years, according to Christie Martindale, Assistant Auditor Controller. Sheri questioned State Water Board members Omid Rabbani and Karen Nishimoto about who would be making budget decisions when the Administrator takes over. Karen Nishimoto said when the administrator is in place, they will be responsible for management and oversight of Keeler CSD through community engagement and outreach. Alice Robertson said she did not agree with the rates and how can you do tier rates when you're not reading meters. Noah Bricker made a motion to adjust the Accounting & Auditing Service (Object #5253) to \$500 and otherwise keep budget items the same as last year. Sheri Cosgrove seconded. All in favor.

8. Lead/Copper Testing Update: Sheri Cosgrove stated that the samples for lead and copper had been collected and sent to the lab for testing. Carole Puryear said the lab had received the tests and we are waiting for results. Carole may have to leave at a moment's notice, and if so, she will turn the paperwork over to the secretary for completion.

9. Bottled Water Availability: Noah Bricker noted communications were ongoing with Crystal Geysers. He indicated that KCSD does have an account and water can be ordered with a lead time of 14 days.

10. Update of Grant for bottled water: Jim Macey reported that a telephone meeting with California State Water Boards and Rural Community Assistance Corporation (RCAC) had taken place on Aug. 19. Jim said that Mr. Rabbani had made an urgent request for technical assistance, which got the process moving more quickly. It was confirmed that bottled water purchased by KCSD after Sept. 1 could be submitted for reimbursement. Each household could receive 60 gallons per month and the duration will be for 3 years. RCAC is assisting Keeler with grant writing and may also assist with distribution. Mr. Rabbani suggested that RCAC be included in communications about the bottled water. A survey will be sent to customers with their billing to see who would like bottled water and who may be able to help with distribution. Noah suggested we get 8 pallets of water to start with.

11. Customer Payment Audit (Robert Spry) Robert said he has a right to see what each person is paying for water, not their name but their address. He said he wants to make sure people are paying the right amount. Alice said she has a right to see anything in the KCSD files and wants them in the Fire House within the next week. Karen said she is not inclined to leave the files in the fire house, as records have disappeared from there.

12. Feasibility Study Options: Sheri Cosgrove said that her take away from the feasibility study is that Keeler needs a new well. “No matter what else we do, we will not be in compliance if we do not have an increase in back up capacity,” she said. Also, to move forward, Shari suggested purchasing two AdEdge point of use filtration systems to begin testing, as one of the least expensive options. Carol said \$70,000 from the Inyo Mono Regional Water Management Program (RWMP) was put in place for Keeler as “place holder.” Noah said he was leery to start spending money before the administrator comes in. Sheri suggested choosing an option to have a plan in place.

13. Email Opt-in for customers (billing, communications) Karen said she prepared a card from which customers can request their water bill be delivered via email.

14. Correspondence: The Consumer Confidence Report has been completed and will be mailed to all customers with their Sept. bills.

15. Director’s Reports

Jim Macey stated that the Fair Political Practices Commission is investigating him based on a complaint from Robert Spry.

16. Public comment: Alice Robertson said she is compiling records and they will be available for everyone to view.

3-minute maximum for presentation, adhering to the county standard. All discussed issues must be water-related only.

16. Adjournment 7:09 pm