

**KEELER COMMUNITY SERVICE DISTRICT  
BOARD MEETING**

**Minutes**

**Tuesday, April 19, 2022**

**Meeting Location: Zoom Meeting**

**Meeting ID: 820 4763 6155 Password: 130529**

**Time: 6:00 PM**

**Board members present:** Sheri Cosgrove, Tammy Hursell, Jeanne Elliott and Jayna King

**Public present:** Grace Holder and Robert Spry

**1. Chairperson Tammy Hursell called the meeting to order at 6 p.m.**

**2. Statement for need of electronic meetings during a state of Emergency** was read by Tammy Hursell. 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 This law remains in effect until January 1, 2024 or until repealed.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** from KCSD Board Meeting March 15, 2022 . Tammy Hursell made a motion to approve. Jeanne Elliott seconded. 4 Ayes, 0 Noes. Approved unanimously.

**4. Approve Minutes** from KCSD Board Meeting March 28, 2022 . Tammy Hursell made a motion to approve. Jayna King seconded. 4 Ayes, 0 Noes. Approved unanimously.

**5. Customer Report:** Of 70 customer accounts, 34 are current, 19 are ahead and 17 are behind. Jeanne Elliott made a motion to approve the Customer Report. Sheri Cosgrove seconded. 4 Ayes, 0 Noes. Approved unanimously.

**6. Financial Report:** As of March 31, the KCSD Claim on Cash was \$43,941.69 Income was \$2,718. Expenses were \$730.25 including SCE electricity for \$280.25; Streamline Web Hosting \$50.00; and Secretary/treasurer \$400. Tammy Hursell made a motion to approve the Financial Report. Jeanne Elliott seconded. 4 Ayes, 0 Noes. Approved unanimously.

**7. Petty Cash Report:** There is \$126.00 in petty cash. Tammy Hursell made a motion to approve the Petty Cash Report. Sheri Cosgrove seconded. 4 ayes, 0 Noes. Approved unanimously.

**8. Discuss/approve contract renewal** with Great Basin Air Pollution Unified Control District for supplying water to the Keeler Dunes Project. Grace Holder was available for questions. Tammy Hursell has been working with Grace Holder on contract preparation. Jeanne Elliott made a motion to approve the draft contract with GBUAPCD for water for the Keeler Dunes Project. Sheri Cosgrove seconded. 4 ayes, 0 Noes. Approved unanimously. Sheri Cosgrove emphasized that the KCSD Board really appreciates the help Great Basin has offered throughout the years, especially in the area of water testing. "We have really benefitted from your presence here in our community," she said.

**9. Update on CAPPII Clean Air Projects Program II** for projects that directly or indirectly reduce air

pollution. Karen Riggs will check to verify if the grant application was received.

**10. Update on California** Administrator for Keeler Community Service District. Provost and Pritchard reached out and are coming to do an assessment of our water system on April 27. Dan Dickman, John Bowden and Jayna King will meet with them.

**11. Update** on California Water Boards Bottled Water Grant. Jayna reported there will be someone taking over distribution and it will be once a month.

**12. Update on** grant funding for **Low Income Household Water Assistance Program (LIHWAP)**. Karen Riggs submitted a notification of interest and reported that information will be available for customers, who will then need to apply themselves.

**13. Operations Report:** There is a leak at the meter box at Jayna King's. Manny and Steve Dickman will be called for bids. Karen Riggs will send out the report on upcoming water testing requirements from Andres Aguirre, Associate Engineer, San Bernadino District, State Water Resources Control Board – Division of Drinking Water.

#### **14. Director's Reports**

##### **Sheri Cosgrove**

**Jeanne Elliott** – Asked about how emails from the website are handled. It was decided that all board members will receive each email comment received. Jeanne suggested this may be the best way to keep in contact with customers.

**Tammy Hursell** reported that a friend of hers had used the fire hydrant across the alley from her place to fill up a water truck several times. She said she had not given permission for use of the hydrant. Her friend reported the hydrant to be in poor condition.

**Jayna King** passed on a suggestion from Sharon Cummings that KCSD purchase a back up generator for the well pump, so that if electricity goes out, water in the storage tank does not drop below a level where we fall out of compliance.

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

**Robert Spry** suggested hooking up the flow meter donated by Theona Wasson to measure outside sale of water. He also stated that KCSD owns the fire hydrants and stands.

**16. Adjournment** - Meeting was adjourned at 6:38 Next meeting is May 17.