

RUSSIAN RIVER COUNTY WATER DISTRICT
Board of Directors Regular Meeting

MINUTES

Board of Directors Regular Meeting
Tuesday, September 28, 2021
MEETING HELD VIA ZOOM VIDEO CONFERENCE

BOARD MEMBERS PRESENT: Kimberly Burr, President
Rich McGowan, Vice-President
Janet Zagoria, Director
Ed Monroe, Director
Alan Horobin, Director

BOARD MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Brent Beazor, District Engineer
William Adams, District Counsel
Jamie Dunton, District Manager
Vicky Mwangi, District Administrator
Stephanie Voet, Robert Sherod – RRU Staff

The Board President Kimberly Burr called the regular meeting of the Board of Directors to order at 6:06PM on Tuesday, September 28, 2021. Pursuant to the Brown Act and Executive Order N-25-20, the meeting was conducted via video conference.

PUBLIC COMMENT/CORRESPONDENCE:

1. Notice extending water shutoff moratorium to December 31, 2021.
2. RRCWD Annual Audit – Audit for fiscal year ending June 30, 2021 had commenced.
3. Local Coastal Plan – Sonoma County Planning Commission will continue receiving public comments and recommendations at a virtual meeting on Oct. 7, 2021

CONSENT -AGENDA

NOTE – Roll call voting was used to pass all motions in this agenda.

Agenda – The swearing of Director Zagoria and Director McGowan was postponed to November meeting. On motion by Ed Monroe and second by Rich McGowan, the amended agenda was unanimously approved.
Minutes - On motion by Ed Monroe and second by Alan Horobin, August 28, 2021, regular meeting minutes were unanimously approved. Director McGowan abstained.
Warrants - On motion by Rich McGowan and second by Ed Monroe, Operations Warrant Register #5 for \$39,673.49, and Register #6 for \$200, were approved, unanimously. The Board discussed the warrants and the nature of services provided.

ADMINISTRATION

None

ENGINEERING REPORT

Regarding the Wells and VFDs electrical faults problem, Mr. Beazor reported that after consulting with the VFD manufacturer a solution which includes installing specialized filters was considered appropriate. He explained how this would work versus solutions presented in previous meetings. He requested the board approve the creation of an installation plan plus a cost estimate for the project. On motion by Janet Zagoria and second by Ed Monroe, the board unanimously approved the above request.

Meter replacement project – Mr. Beazor reported that there were no grant funds available from USAID or the State Division of Financial Assistance. Grant/Loan packages which are based on the median household income are available and if necessary can be pursued. The board discussed this project and methods of partially or fully funding the estimated \$1M cost. For now, the district will continue searching for possible grant funds.

Regarding the Westside Ave reconstruction project, Mr. Beazor reported that any construction around this water main will not impact our pipes since the insulation is adequate.

NEW BUSINESS

Bank signature card – All board members need to sign the WestAmerica bank signature card which will be at RRU's office. In addition, Ms. Voet will start using online banking to access bank activity records but will not initiate any electronic transactions.

Release of lien on Acct 883 – ownership of this parcel changed and the outstanding amounts were settled.

Web payment of water bills – Director Zagoria explained how to access the new web-based payment method. All board members agreed to provide feedback after they access and review the process.

LEGAL REPORT

Mr Adams discussed AB 361 which extends teleconferencing to October 1, 2021. He emphasized that post covid interaction protocols including wearing masks and social distancing are ongoing and required in Sonoma County. As a governmental agency, Mr. Adams reiterated the need to keep informed about these requirements, e.g. masking while in-doors. He discussed other covid related issues such as vaccination, testing and vaccination verification.

OPERATIONS REPORT

Mr. Sherod reported that communications issues at Z-1 were resolved. He also reported that a tree next to the Z-1 tank will be cut down as recommended by an arborist.

AD HOC

Post cards encouraging conservation to customers using +20K gallons, and 'thank you' to customers using 5K or less were mailed out.

NEXT AGENDA

1. Wells and VFDs
2. Post Covid interaction protocols

There being no further business, the meeting adjourned at 7:42 PM. Next regular board meeting is scheduled for Tuesday October 26, 2021 at 6:00PM.

Respectfully submitted,

Vicky Mwangi,
District Administrator

APPROVED:

Ed Monroe: _____

Rich McGowan: _____

Janet Zagoria: _____

Alan Horobin: _____

Kimberly Burr: _____