

RUSSIAN RIVER COUNTY WATER DISTRICT
Board of Directors Regular Meeting

MINUTES

Board of Directors Regular Meeting
Tuesday, October 25, 2022
MEETING HELD VIA ZOOM VIDEO CONFERENCE

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

BOARD MEMBERS ABSENT: None

OTHERS IN ATTENDANCE: Jack Locey & Brent Beazor, District Engineers
William Adams, District Counsel
Jamie Dunton, District Manager
Vicky Mwangi, District Administrator
Stephanie Voet, Assistant District Manager

The Board President Kimberly Burr called the regular meeting of the Board of Directors to order at 5:02PM on Tuesday, October 25, 2022. The Board considered AB 361 that permits virtual meetings during the proclaimed Covid health emergency. On motion by Janet Zagoria and second Ed Monroe, the board unanimously approved for the meeting to be held via Zoom.

PUBLIC COMMENT/CORRESPONDENCE:

1. Director McGowan and Mr Locey discussed the Hacienda sewer district potentiality.
2. The CPUC is issuing a California Climate Credit on the October PG&E bill. The amount is expected to be \$39.30.
3. Permit Sonoma advised of new staff for the Well & Septic Division-North District to be Chris Luu.

CONSENT -AGENDA

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

Agenda –Administration section was moved to be presented after Operations Report.
On motion by Ed Monroe and second by Janet Zagoria, the agenda was approved as amended.
Minutes - On motion by Rich McGowan and Alan Horobin, September 27, 2022, regular meeting minutes were unanimously approved.
Warrants - On motion by Janet Zagoria and second by Ed Monroe, Operations Warrant Register #10 for \$55,230.38, Register #11 for \$1,000, and Register #12 - Meter Replacement Project for \$123,456.04, were unanimously approved. The board discussed certain warrants and services/goods provided.

ENGINEERING REPORT

The projected start date for the meter replacement project is now January 2023, with projected completion date of March 2023. Mr Locey spoke with the meter box lids supplier and was informed that they will not be available until December 2022. Those supplies that have already been delivered are currently being stored in a secure container at RRU.

LEGAL REPORT

Mr. Adams reported that the Covid health emergency mandate will be suspended February 2023. As such in-person board meetings will be required with at least 3 board members on site within the district.

NEW BUSINESS

Mr. Dunton reported that Mr. Finnegan, a customer, kept in contact with him regarding clearing around hydrants and fire safety. RRU cleaned around a hydrant near Mr. Finnegan’s residence.

Electronic board packages – Director Zagoria, Mr. Adams and Mrs. Voet will continue working on this and ensure compliance with all requirements.

Hardening the System – this is an ongoing project. Z-1 roofing and siding is yet to start.

ADMINISTRATION REPORT

Income and Expense Report – Ms. Mwangi presented the report noting that Income was at 25% of budget, and expenses 22% of budget. Overall the District’s financial results were good.

Regarding the board stipend amount and payroll taxes, she reported that everything has been set up to allow for the collection and submission of taxes to authorities. In addition, all the quarterly payroll reports were filed.

OPERATIONS REPORT

Mr. Dunton reported that the Boyle booster pump replacement and removal of District equipment from Ms. Boyle’s property were completed.

AD HOC

None

NEXT AGENDA

- 1. Postponed agenda items
- 2. Meter replacement funding

There being no further business, the meeting adjourned at 6:10PM on motion by Rich McGowan and second by Alan Horobin. Next regular board meeting is scheduled for November 22, 2022 at 5:00PM.

Respectfully submitted,

Vicky Mwangi,
District Administrator

APPROVED:

Ed Monroe: _____

Rich McGowan: _____

Janet Zagoria: _____

Alan Horobin: _____

Kimberly Burr: _____