

RUSSIAN RIVER COUNTY WATER DISTRICT
Board of Directors Regular Meeting

MINUTES

Board of Directors Regular Meeting
Tuesday, November 22, 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 5:04PM on Tuesday, November 22, 2022. The Board considered AB 361 that permits virtual meetings during the proclaimed Covid health emergency. The board unanimously agreed for the meeting to be held via Zoom.

PUBLIC COMMENT/CORRESPONDENCE:

1. Meter Box – Mr. Dunton reiterated that the District does not encourage customers to open the box.
2. Director Zagoria reported on her research regarding covid protocols after AB361 expires and in-person attendance is required.

CONSENT -AGENDA

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

Agenda – On motion by Ed Monroe and second by Janet Zagoria, the agenda was unanimously approved.

Minutes - On motion by Ed Monroe and Alan Horobin, October 25, 2022, regular meeting minutes were approved, as amended.

Warrants - On motion by Ed Monroe and second by Alan Horobin, Operations Warrant Register #13 for \$35,424.48, and Register #14 for \$625.00, were unanimously approved. The board discussed certain warrants and services/goods provided.

ADMINISTRATION REPORT

None.

ENGINEERING REPORT

None.

LEGAL REPORT

Mr. Adam, regarding AB361 which expires February 2023, he will work with Director Burr, and the District manager Mr. Dunton, on transitioning to in-person meetings or a hybrid format.

Director Zagoria reported on her research covering board meeting materials and availing the same to the public. The hurdles were what material is required to be provided, and how to convert material posted on our website to a format ‘readable’ by visually impaired persons. Mr. Adam agreed to follow up on these issues and report back to the board.

NEW BUSINESS

Ms. Voet reported that paperless billing plus credit card processing under Nextbillpay, will be implemented in January or February 2023. To facilitate paperless billing, Director Zagoria reiterated the need to acquire more email addresses. The Ad Hoc E-mail committee (Directors Burr and Zagoria) and Ms. Voet will create a card to be mailed out to customers for email addresses. Director Zagoria discussed other methods of obtaining this information, such as an email blast using the Forestville Planning Association’s database or Nextdoor platform. The Board discussed this issue extensively and follow up will be at a future meeting.

OPERATIONS REPORT

Mr. Dunton reported that the Z-1 roofing and siding project is yet to commence. The next project is to insulate the Boyle generator to eliminate or reduce the noise.

AD HOC

None

NEXT AGENDA

- 1. Meter replacement funding

There being no further business, the meeting adjourned at 6:02 PM on motion by Rich McGowan and second by Ed Monroe. Next regular board meeting is scheduled for December 27, 2022 at 5:00 PM.

Respectfully submitted,

Vicky Mwangi,
District Administrator

APPROVED:

Ed Monroe: _____

Rich McGowan: _____

Janet Zagoria: _____

Alan Horobin: _____

Kimberly Burr: _____