

**Konocti County Water District  
Board Meeting Minutes  
February 26, 2025**

**Time:** 1:00 P.M.  
**Location:** 15844 35<sup>th</sup> Ave  
Clearlake Ca, 95422

**1.0 Call to Order: 1:00 P.M.**

**Board Member Present:** President Priebe, V.P. Stanley, Cook, Flora, & McKay.  
**Staff Present:** GM Costner, Auditor Joann Ward & Account Clerk II, Sierra Cook.  
**Guests:** Customer J. Prescott

**CONSIDERATION OF ITEMS NOT APPEARING ON THE POSTED AGENDA** – Consideration of items not appearing on the posted agenda, if necessary, requires the following board action prior to consideration; 1) a determination by a majority vote of the board that an emergency situation exists (as defined in section 54956.9 of the Brown Act); 2) a determination by a two-thirds vote of the legislative body or, if less than two-thirds vote of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted.

**2.0 Adoption of the Agenda:** This is the time to remove any Consent Agenda item(s) to discuss separately after the motion to approve the Consent Agenda.

A motion was made by Director Cook to hold a closed session regarding significant exposure to litigation pursuant to Government code Sec. 54956.9(d)(2), the motion was seconded by Flora, all were in favor and the motion was carried.

**3.0 Public Comment:** This is the time for any member of the public to address the Board on any matter not on the agenda that is within the subject matter of the jurisdiction of the Board. Please complete a Board Meeting Public Comment Slip and present it to the Clerk prior to the start of the meeting. The Brown Act, with limited exceptions, does not allow the Board or staff to discuss issues brought forth under Public Comment. The Board cannot take action on non-agenda items. Please note that comments from the public will also be taken on each agenda item before consideration by the Board. Comments shall be limited to three minutes per person.

**CONSENT AGENDA:** All items listed under Consent Agenda are considered to be routine in nature and will be approved by one motion. There will be no separate discussion of these items unless a member of the Board or audience requests otherwise, or if staff has requested a change under Adoption of the Agenda, in which case the item will be removed for separate consideration. Any item so removed will be taken up following the motion to approve the Consent Agenda.

**Consent Items:**

- 4.0 Review/Approval of Minutes From**  
**4.1 \*\* January 22, 2025 Board Meeting**  
**4.2 \*\* January 27, 2025 Rate Hearing**  
**4.3 \*\* February 3, 2025 Special Board Meeting**

A Motion made by Director Flora to approve 4.0, motion was seconded by McKay, all were in favor.

## **5.0 Financial/Business Office Reports to be Discussed/Corrected/Approved**

### **5.1 \*\* July, August, September, October, November Corrected Financial/Expenditure reports**

### **5.2 \*\* December Financial and Expenditure Reports**

### **5.3 \*\* January Financial and Expenditure Reports**

GM Costner and Auditor Joann Ward went over the financial reports with the Board. GM Costner explains revenue and expenses and where we are with the current budget.

## **6.0 General Manager's Reports**

### **6.1 \*\* Billing Office, Plant Status and Distribution System**

GM Costner went over some things that have been going on with the treatment plant. He said that we have received the bearing for the clarifier and got everything assembled and then there was a problem with the mixer so the entire assembly had to be taken apart again and they had to ship the shaft and the auger to a shop to be fixed. He also mentioned that the siding has been replaced on the front side of the billing office.

### **6.2 \*\* Leak Report**

### **6.3 \*\* Water Purchased/Sold**

A motion was made by Director Flora to accept 6.0 & 5.0, the motion was seconded by Stanley all were in favor and the motion was passed.

## **BUSINESS:**

## **7.0 Business Items**

### **7.1\*\* Clear-Well & Pump House, 8X30 Filter, Lake Line Extension and Lake Pump House Project**

GM Costner says that the SCADA programmers went out and did some troubleshooting and made some corrections. There is still some work to be done so they are scheduled to come back out. T & S is about 98% done with punch list items and he said the project is expected to be completed in June. He informs the Board that they did find some rust on the roof of the clear-well during the inspection that took place in January so this means that the clear-well will need to be drained and re-coated in November 2025.

### **7.2 \*\* KCWD Consolidation and Pipeline Replacement Project, Intertie with Highlands/Lower Lake & Emergency Raw Water Booster Pump and Filter Media Project.**

GM Costner said that he went out to look at how things are going with the intertie buildings and things are looking good. There are a few other things that need to be done such as the PG&E pole and the roof. He mentioned that he was able to get approval for grant funds to install 4 ARV's (air relief valve's) as part of this project. He says he is still waiting for more information regarding the pulverizing & paving of Konocti View Rd.

### **7.3 \*\* Bylaws/Handbook- revisions and Updates**

This has been completed and each employee and Board Member was provided a binder with a copy of the updated employee handbook.

### **7.4 \*\*AT&T Lease proposal for Eureka tank cell site**

GM Costner informed the Board that he responded to AT&T regarding their new proposal with the information that our legal team provided us and has not heard back from them yet.

### **7.5 \*\*18<sup>th</sup> Ave Low Income Apartments**

GM Costner informed the Board that he has had several meetings with the construction management team and KCWD will be receiving funds for capital improvements when this project starts to move forward.

#### **7.6 \*\*Meter Replacement Project**

Operators have been changing out non-functioning meters and we will be purchasing meter heads and transmitters when funds are available.

**7.7 City of Clearlake: JPA committee report:** Nothing new to report. There has not been a committee meeting since November.

**7.8 Communications Committee Report:** Nothing new to report.

#### **7.9 \*\*2023-2024 Audit-**

The Audit is scheduled to be done in April. Auditor Joann has been working on getting everything together for the Audit. The PERS audit has been completed.

#### **7.10 \*\*Boyles fire update**

GM Costner says that after working with Cal-OES for months and spending many hours submitting paperwork and attending meetings, OES informed him that KCWD would need to submit a claim through our insurance and then they would pay 75% of the deductible.

### **8.0 New Business**

#### **8.1 \*\*Customer request bill reduction for water leak. Account 3510**

Mr. Prescott plead his case to the Board regarding his water leak and after some discussion amongst the Board, Director Stanley made a motion to forgive 50% of the water charge as result of the leak. Director Cook seconded the motion, all members were in favor and the motion was passed.

#### **8.2 \*\*Removing/Adding signers to all Bank/Financial Institutions.**

A motion was made by Director Flora to remove previous employee Paula Gallizioli from all KCWD banks and financial institutions such as BMO, West America Bank, Community First Credit Union, Redwood Credit Union, and add President Priebe, V.P Stanley and General Manger Costner as signers to all banking and financial institutions. The motion was seconded by Director McKay seconded, all members were in favor and the motion was carried.

#### **8.3 \*\*Request from Grand Jury to meet with KCWD GM.**

GM Costner informed the Board that he has a meeting scheduled with the Grand Jury.

#### **8.4 \*\*New Webpage proposal.**

General Manger Costner said that we still cannot get access to our website. He presented information to the Board pertaining to a new website host. After some discussion Director McKay made a motion to have Rural Water Impact help us set up a new webpage, the motion was seconded by Director Flora, all members were in favor and the motion was passed.

#### **8.4 President's Report/Board Member Reports**

President Priebe gave an update about some recent City Council meetings she attended. She informed the Board that there is a Fire Safe meeting, City Council and a LAFCo meeting coming up. She said that there are also some vacancies on some local boards.

**9.0 Closed Session** – Open session ended at 2:32pm. Went into closed session at 2:35pm. Closed session ended at 2:40pm.

**9.1 Significant exposure to litigation pursuant to Government Code Se. 54956.9(d)(2)**

**Reportable action taken:** A motion was made by Director Flora to have this turned over to County Council to deal with. The motion was seconded by Vice President Stanley, all were in favor.

**10.0 Adjournment – 2:41pm**

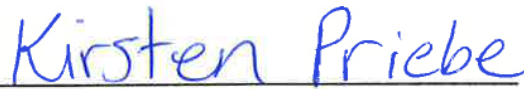
**Please Note:** Agenda items listed with asterisks (\*\*) have additional information available for public review at the business office.

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**REQUEST FOR DISABILITY – RELATED MODIFICATION OR ACCOMMODATION:** A request for a disability-related modification or accommodation necessary to participate in the Konocti County Water District Board Meeting should be made in writing to the Auditor/Secretary at least 48 hours prior to the meeting.



Submitted by:  
Sierra Cook, Account Clerk



Approved by:  
Kirsten Priebe, President