

**Board of Director's Minutes**  
**May 26, 2026**  
**Regular Meeting (Teleconference)**

Dan Floyd, President called the regular meeting to order at 4:30 P.M.

**I. ROLL CALL**

**BOARD MEMBERS PRESENT**

Dan Floyd, President  
Kent Van Valkenburgh, Vice President  
Matt Westbrook, Fiscal Office  
Rachel Sarina, Director

**ABSENT**

Patricia Jensen, Director

**STAFF PRESENT**

Jeff Beard, General Manager (Absent)  
LeeAnn Burcham, Office Manager  
Seth Waters, Operations Manager

**OTHERS PRESENT**

**II. ADDITIONS OR DELETIONS**

Seth stated the deletion under old business items 2, 3, and 4 and the deletion of the closed session.

**III. PUBLIC COMMUNICATIONS**

None.

**IV. CONSENT CALENDAR**

**Item 1:** Approve minutes from April 2026 board meeting.

**Item 2:** Approve April 2026 payables for \$72,155.91. **Rachel Sarina added motion, Kent Van Valkenburgh second. Ayes: Rachel Sarina, Matt Westbrook, Dan Floyd, and Kent Van Valkenburgh. Nays: none.**

**V. OPERATIONS**

**Item 1: General Manager Report**

Jeff lists the routine items: Control room routine, daily storage tank reads, weekly routine sampling; delivered to Crescent City Lab, weekly CL2 residual testing, monthly reports submitted to State, and 17 dig alerts.

He then stated the special projects completed, in the process of completing, and future plans.

- Concrete pad complete.
- Repaired emergency leak on Fred Haight.
- Meter replacements.
- Quotes on Hall Gutters.
- Repaired leak at center tank.
- April 2026 Account Receivables in the amount of \$78,104.25.
- April 2026 Hall rentals in the amount of \$185.00.
- Continue installing new meters.

- Continue replacing stopped/broken meters in system.
- Continue working on audit.
- Replacing Old/leaky parts in pump houses and well houses.
- Continue Mapping Ziptility.
- Take HAA5, TTHM and Asbestos samples to lab.
- Finish the Cross Connection Control Policy as required for the state.
- Acquire more quotes to repair Hall (doors, electrical, and floors).
- Clear out clutter in bar and attic of Hall.

**VI. FISCAL**

None.

**VII. OLD BUSINESS**

**Item 1: Community Hall rain gutters replacement. (Discussion/Action)**

The board discussed and left it to the operations managers to decide.

**Item 2: RCD lease. (Discussion/Action)**

**Item 3: Will Serve Expiration. (Discussion/Action)**

**Item 4: DNCL lease. (Discussion/Action)**

**Item 5: Key Line Boring Job Under Highway. (Discussion)**

Seth stated this project is completed. Then stated there's one part they are waiting on to complete the water line.

**VIII. NEW BUSINESS**

**Item 1: Aqua Sierra Cradle Point Replacement. (Discussion/Action)**

Seth stated US Cellular no longer will be providing us service regarding our cradle points. He has tried working with Verizon and our IT guy, Steve. Unfortunately, Verizon will not work which is why he is now suggesting Aqua Sierra.

The board discussed and directed Seth to look into T-Mobile.

**Item 2: Allocate funds for pre-engineering. (Discussion/Action)**

The board of directors discussed and decided to set up another 2x2 meeting with the County. As well as, reach out to RCD regarding funding for an engineer and reach out to GHD for a quote.

**IX. CLOSED SESSION**

**Item 1: CONFERENCE WITH LABOR NEGOTIATORS. Gov't Code: 54954.5**

**Agency designated representatives: Jeff Beard, General Manager.**

**(Discussion/Action)**

**X. BOARD OF DIRECTORS COMMENTS**

Kent commented moving forward, management should start doing employee reviews when needed.

Matt directed Seth to set up 2x2 meeting with the County.

**XI. ADJOURNMENT**

Kent Van Valkenburgh motioned to adjourn the meeting at 5:23 P.M. Rachel Sarina seconded.

Respectfully submitted,

Jeff Beard, General Manager