

**SEPTEMBER 13, 2021 MEETING  
MINERAL COUNTY WATER DISTRICT  
38292 SCENIC AVENUE  
MINERAL, CA 96063**

**ROLL CALL** Present were:  
**President:** Tim Kask  
**Directors:** Todd Goodman and Stephanie Dennis  
**Director(s):** Absent – Mi’kel Le Master  
**Staff members:** General Manager, John Frehse and Secretary, Catherine Gasper.  
**Citizens:** R.K. (Lefty) McClellan

**CALL TO ORDER** President Kask called the meeting to order at 6:34 p.m. The meeting was recorded by Gasper.

**CITIZENS COMMENT** McClellan voiced that he would like to put an application in for the vacancy left by Gale Gilbert on the Mineral County Water District board.

**APPROVAL OF MINUTES:** M/S/U Kask / Dennis to approve the minutes of the August 09, 2021, Regular meeting with amendments {A copy is attached.}

**REPORTS:**

Safety Frehse reported that all systems were in working order. Frehse clarified that he stayed and did not leave during the mandatory evacuation, and because of this, there never was a time that the Red Boil Water Warning came into effect.

Accounts Payable  
**MOTION** M/S/U Dennis / Goodman to approve to pay September Accounts Payable in the amount of \$10,257.67 {A copy is attached.}

GM Report  
**MOTION** M/S/U Kask / Goodman to accept the General Manager Report. Research to find an additional source of water has been suggested and will be looked into more closely. {A copy is attached.}

Secretary Report  
**MOTION** M/S/U Kask / Dennis to accept the Secretary report. {A copy is attached.}

Past Due Accounts Receivable  
**MOTION** M/S/U Goodman / Kask to accept the Past-Due Accounts Receivable for September in the amount \$3,830.16. {A copy is attached.}

Budget Review  
**MOTION** M/S/U Kask / Goodman to accept the Budget Review and P & L Statement. {A copy is attached, along with September employee invoices for work done in August}.

**UNFINISHED BUSINESS:**

Storage Tank Grant A suggestion was made to apply for a grant to build an additional storage tank. After consideration by the MCWD board it was decided that at this point and time MCWD this item will be tabled.

**PROJECT REPORTS:** No actions taken concerning projects/tasks at this time. {See attached Project/Task Report}

**NEW BUSINESS:**

Evacuation Policy

MSU Kask / Goodman to add to the Policies and Procedures a resolution to clarify and make known that it is against policy to leave outdoor water running when a home is unoccupied during an evacuation warning or mandatory evacuation order. This is to include that any water district employee, board member, volunteer water department or any representative thereof are authorized to turn off water at above referenced property.

Emergency Evacuation Review

A rough draft of a emergency evacuation plan was submitted to the board to review and to make notes. This plan is being established in order to have a clear and concise plan to follow in case of an emergency and by whom these duties will be performed and when.

Newsletter

A draft of a newsletter was submitted to be included with the October billing. The purpose of the newsletter is to bring the public updates to changes in board personnel and bringing awareness concerning fire preparedness and evacuation information regarding water supply challenges, policies and procedures.

**OTHER BUSINESS:**

MSU Goodman / Dennis to accept the resignation of Gale Gilbert from the Mineral County Water District.

**ADJOURN:**

President Kask adjourned the meeting at 7:58 p.m.

September 13, 2021

---

Signed by President, Tim Kask

---

Date