

Klamath Community Services District  
219 Salmon Ave, Klamath CA 95548

Regular Board Meeting

MINUTES

17<sup>th</sup> January 2024 @ 6:00 PM

Meeting called to order at 6:02 PM by Margaret Caldwell President

ROLL CALL:

President, Margaret Caldwell	6:02	Present
President Pro-Tem, Laurette Taylor	6:02	Present
Secretary/Clerk, Veronica Downs	6:02	Present
Director, David Gensaw	6:13	Present
Director, Carol Nova	6:02	Present

RECOGNITION OF STAFF:

Fiscal Department	BOD/Tenice Barnett	Present
Field Operations	BOD/Paul/Rob	Present

RECOGNITION OF GUEST/PUBLIC COMMENT:

- George Williamson/ Local Agency Formation Commission/LAFco.

\*\* George, on his way to another meeting took time to meet the KCSD Board/Directors and give a brief description of what LAFco stands for and what it's responsibility to the area is.

Motion: Laurette Taylor

Second: Carol Nova

To approve 17<sup>th</sup> January 2024 Regular Board Meeting Agenda.

- President, Margaret Caldwell Yes
- President Pro Tem, Laurette Taylor Yes
- Secretary/Clerk, Veronica Downs Yes
- Director, Carol Nova Yes

MOTION CARRIES: 4Yes

Motion: David Gensaw Second: Laurette Taylor

To approve 15<sup>th</sup> November 2023 Regular Board Meeting Minutes.

- President, Margaret Caldwell Yes
- President Pro Tem, Laurette Taylor Yes
- Secretary/Clerk, Veronica Downs Yes
- Director, David Gensaw Yes
- Director, Carol Nova Yes

MOTION CARRIES: 5Yes

Motion: Laurette Taylor Second: Carol Nova

To approve 11<sup>th</sup> December 2023 Annual Board Meeting Minutes

- President, Margaret Caldwell Yes
- President Pro-Tem, Laurette Taylor Yes
- Secretary/Clerk, Veronica Downs Yes
- Director, David Gensaw Yes
- Director, Carol Nova Yes

MOTION CARRIES: 5Yes

SECRETARY REPORT:

Motion: David Gensaw

Second: Laurette Taylor

KCSD Elections Nominations: Margaret Caldwell remains as President.

Laurette Taylor remains as President Pro-Tem.

Veronica Downs accepted Secretary/Clerk position.

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES:

5Yes

Motion: David Gensaw

Second: Laurette Taylor

To approve transfer of Ten Thousand (\$10,000.00) from checking account to Liquid Asset Account.

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: 5Yes

Motion: Carol Nova Second: Veronica Downs

To approve the transfer of Two Hundred Fifty Thousand (\$250,000.00) from Liquid Asset Account to a Saving Certificate with Coast Central Credit Union.

- President, Margaret Caldwell Yes
- President Pro-Tem, Laurette Taylor Yes
- Secretary/Clerk, Veronica Downs Yes
- Director, David Gensaw Yes
- Director, Carol Nova Yes
- MOTION CARRIES: 5Yes

Motion: Veronica Downs Second: Carol Nova

To approve the Fiscal Department Report November 2023 and December 2023.

- President, Margaret Caldwell Yes
- President Pro-Tem, Laurette Taylor Yes
- Secretary/Clerk, Veronica Downs Yes
- Director, David Gensaw Yes
- Director, Carol Nova Yes

MOTION CARRIES: 5Yes

Motion: Veronica Downs Second: Laurette Taylor

To Ratify invoice #43308 \$117,63 Country Media Inc. (Triplicate/Ordinance 2023-01)

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES 5Yes

Motion: Veronica Downs Second: Laurette Taylor

To Ratify invoice #CA2629 \$260.00 Woods Plumbing Inc. (Cross Connection billed back).

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: 5Yes

Motion: Veronica Downs Second: Laurette Taylor

To Ratify invoice #999073268817 \$481.43 Harbor Freight (Air Compressor).

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: 5Yes

Motion: Veronica Downs Second: Laurette Taylor

To Ratify invoice #3100535-01 \$297.74 Trinity Supply (Gate Valve leech field 5).

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: 5Yes

Motion: Veronica Downs Second: Carol Nova

To approve invoice #32285 \$2,360.00 Steve's Septic Service (Large Tank Pumped).

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: Yes

Motion: David Gensaw Second: Carol Nova

To approve invoice #CA-3259 \$4,064.19 Woods Plumbing Inc. (Replaced back flow at Casino/billed back).

President, Margaret Caldwell Yes  
President Pro-Tem, Laurette Taylor Yes  
Secretary/Clerk, Veronica Downs Yes  
Director, David Gensaw Yes  
Director, Carol Nova Yes

MOTION CARRIES: 5Yes

Motion: Laurette Taylor Second: Veronica Downs

To approve invoice #22117 & 22118 \$1754.62 L Lara-Edelman  
Accounting Services (Investment and Banking policy's etc).

President, Margaret Caldwell Yes  
President Pro-Tem, Laurette Taylor Yes  
Secretary/Clerk, Veronica Downs Yes  
Director, David Gensaw Yes  
Director, Carol Nova Yes

MOTION CARRIES: 5Yes

Motion: Veronica Downs Second: Carol Nova

To approve Amended Paid Sick Leave Policy Amended 1/1/2024.

President, Margaret Caldwell Yes  
President Pro-Tem, Laurette Taylor Yes  
Secretary/Clerk, Veronica Downs Yes  
Director, David Gensaw Yes  
Director, Carol Nova Yes

MOTION CARRIES: 5Yes

Motion: Veronica Downs

Second: Margaret Caldwell

To approve the yearly Annual Banking and Investment Policy.

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: 5Yes

\*\*FYI/SWRCB/Permit

\*\* Quarterly Banking and Investment Report

\*\*We talked a bit about the Bates property since fire.

Motion: Veronica Downs

Second: Laurette Taylor

To approve Field Operator Report, which includes the Effluent Flow, Rainfall and Monitoring Report December 2023

President, Margaret Caldwell	Yes
President Pro-Tem, Laurette Taylor	Yes
Secretary/Clerk, Veronica Downs	Yes
Director, David Gensaw	Yes
Director, Carol Nova	Yes

MOTION CARRIES: 5Yes

\*\*\* Up-Date on Annexation/Del Ponte

\*\*\* Up-Date from Sophia on tank





To approve that all board members have read and accept the Cash Flow Report for January 2024

President, Margaret Caldwell Yes  
President Pro-Tem, Laurette Taylor Yes  
Secretary/Clerk, Veronica Downs Yes  
Director, David Gensaw Yes  
Director, Carol Nova Yes


MOTION CARRIES: 5Yes


Motion: David Gensaw Second: Veronica Downs

Adjournment @ 7:45 pm

President, Margaret Caldwell Yes  
President Pro-Tem, Laurette Taylor Yes  
Secretary/Clerk, Veronica Downs Yes  
Director, David Gensaw Yes  
Director, Carol Nova Yes

MOTION CARRIES: 5Yes

  
Margaret Caldwell  
President

  
Veronica Downs  
Secretary/Clerk

Next Regular Board Meeting 21<sup>st</sup> February 2024