

Round Valley County Water District
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Board of Directors
Dane Downing, Chair
John Marshall, Vice Chair
Robert Wyre
Sandra Mullen
Bruce Hilbach-Barger
General Manager
Imil Ferrara
Project Manager
Lourance Hall

BOARD MEETING MINUTES FOR DECEMBER 17th, 2025:

Call to Order:

1. Chair called meeting to order at 6:35pm.
2. Directors Downing, Marshall, Mullen and Hilbach-Barger, General Manager, Project Manager, and RVAMAC Member Chichester were present.

Approval of the Agenda:

1. Marshall made a motion to approve the agenda, Mullen seconded, and all agreed.

Public Comment:

1. RVAMAC Member Chichester made a solicitation for organizational support from the District in pursuit of three garbage-related efforts in the valley:
 - a. reestablishing recycling buyback and large appliance disposal in the valley;
 - b. cleaning up the growing unsanctioned dumping area behind the transfer station on Mill Creek;
 - c. find a means to discourage dumping on parcels in the valley.
2. It was noted that Tribal participation would be essential to the success of these efforts.
3. It was suggested that perhaps the Tribes could develop a garbage authority.
4. It was noted that garbage accumulation was recognized by the Fire District as a problem during fire response.
5. It was suggested that a fuels abatement ordinance for the valley might also include associated garbage nuisance.

Consent Agenda:

6. Mullen made a motion to approve the Consent Agenda, Marshall seconded, and all agreed.

Correspondence:

1. It was reported that General Manager had corresponded via telephone with County Auditor Cubbison, who expressed her requirement that all funds, including grant funds, be run through the District's county account, unless all District funds are instead pulled out of the county account;
2. It was noted that, following advice provided by the Auditor, the District's new bank account now contained a maximum of \$2500 in District funds, which had been withdrawn from the county account and could be regularly replenished from the county account.

Discussion and Vote: District Policies

- Updated Procurement Policy to Include Check Signing
 1. A draft updated Procurement Policy was reviewed and discussed.
 2. Several amendments were requested.
 3. Marshall made a motion to approve the updated Procurement Policy as amended, Hilbach-Barger seconded, all agreed.
- Personnel Policies
 1. A draft Personnel Policy was reviewed and discussed.

2. Several amendments were requested.
3. Marshall made a motion to approve the Personnel Policy as amended. Mullen seconded, Downing was in agreement, and Hilbach-Barger opposed. The motion passed by majority.

Discussion and Vote: FY 2024-2025 Financial Review Services:

1. It was reported that an engagement letter for Financial Review Services had not yet been received from Fichter & Company.
2. It was requested that the item be removed from next month's agenda.

District Credit Card Application:

1. It was decided the District would not further pursue a credit card at this time.
2. It was agreed that the District should look into obtaining a debit card.

CDFW Town Creek Bioengineering and Education Project:

1. It was reported that the CDFW grant manager had expressed a belief that CDFW might be interest in funding garbage cleanup, especially in collaboration with RVIT.
2. It was reported that CDFW was funding microgrants to clean up cultivation sites in Humboldt County, and suggested the District might establish a similar program in Round Valley.
3. It was agreed that outreach and education around garbage cleanup should be part of the current project.

- Discussion and Vote: Project Contracts

DWR Drought Water Vulnerability Assessment Project:

1. It was agreed that the agenda item should be renamed, since the DWR-funded project was complete but there were ongoing tasks related to the new well monitoring network and sharing of water quality test results.

CFMC Youth Education: Protecting Our Waters Project:

1. It was reported that the project was not yet complete and would continue in the next year.

Discuss: District Storage Room:

1. It was agreed that unwanted new equipment in the room should be submitted to the Toys for Tots program.

Eel River Water Diversions:

1. It was reported that conflict was arising between Potter Valley Project water users and that adjudication might be the outcome.

Sites Dam and California Water Project:

1. It was reported that an update was pending from Save California Salmon.

General Manager's Commentary:

Project Manager's Commentary:

Directors' Commentary:

The meeting was adjourned at 9:19pm. The next RVCWD meeting will be on Wednesday, January 28th at 6:30pm.