

Cortina Water District Meeting Minutes

May 28, 2025

Location: Chico Nut Huller and Sheller Conference Room

Attendance:

Chuck Grimmer, President
James Peterson, Vice President
Robert Harper, Secretary
Peter D. Peterson, Director via zoom
Gabe Grimmer, Director
Rebecca Smith, District Council via phone

Other Attendees:

Nathan Peterson
Pamela Katleba-Jenkins

Call to Order 9:05am

1. Jim Peterson made the motion to waive 10-day notice in the "by-laws" since we missed the 10-day notice that is required by California. M/S/C.
2. The majority of attendees at today's meeting needed to be present in the County of Colusa. This was affirmed.
3. Approval of Minutes, Robert Harper, motion to approve minutes from July 3, 2024 meeting. James Peterson, second, Motion carried.
4. Public Comment - None
5. New Business - General discussion of hiring a district manager/bookkeeper. As Gail Beduhn is retiring, the board asked Pamela Katleba-Jenkins if she would be interested in taking over the duties previously performed by Gail Beduhn. Pamela presented a document listing the Scope of work to be performed. The board made changes and alterations. Offered the position of Administration Services to Pamela Katleba-Jenkins per the Scope of Work document, including the handwritten changes (see attached). Pamela accepted the proposal pending changes, she agreed to work with James to make changes. They will be sent out to the Directors once completed. James Peterson made a motion to accept Pamela to provide Administration Services as an independent contractor. Robert Harper seconded; Motion carried.
6. Pamela Katleba-Jenkins proposed a contract from Westside Water District. Letter of Agreement for Use of Westside Water District Facilities for the use of their office and address. Robert Harper moved to accept the contract. James Peterson seconded; Motion carried. Once Mike Urkov signs will forward the signed contract to all members.

7. Nomination of Directors: James Peterson nominated Charles (Chuck) Grimmer, Gabriel (Gabe) Grimmer, Peter (Pete) Peterson and Robert (Bob) Harper. Robert Harper Nominated James (Jim) Peterson. Motion Carried.
8. Election of Officers. James Peterson made a motion to keep the same slate of officers. Robert Harper Second. Motion carried.
9. Review of financials. None were presented. All members are current in their financial obligations.
10. Water Usage. Robert Harper presented a report: Water use by turnout and entity summary for the 2024 water year. (see attached). Discussion about charges for operation costs versus water use. Previously, all water district charges were split by acre. Motion: The 2025 water charges, for water used, will be split based on per acre foot used by each turnout. All other charges and costs will be based on per acre. (M/S/C)
11. Robert Harper presented the district mainline replacement update, and suggested we take no action at this time. No action taken. Robert Harper will update the quote when the district is ready to move forward. Chuck Grimmer asked to also include a quote for a VFD on the pump for the district.
12. Update to the bylaws. James Peterson reported that the County may not have an updated version of the existing bylaws which reflect current directors and representatives. Rebecca Smith provided a template to include the most current water codes and regulations. Some discussion and questions regarding the proposed template. No action taken.
It was agreed that James Peterson and Chuck Grimmer would work with Rebecca Smith to present the new bylaws to the board for approval.

Adjourn – 11:25am

Respectfully submitted:


James D Peterson, Vice President

APPROVED:


Chuck, President