

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
December 15, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:00 p.m.

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Hendrix, Monath

VISITORS: Sky Snyder, George Swarzlender. Via Zoom: Cherie Kunkel

PUBLIC COMMENT:

- ❖ George Swarzlender, Project Manager for Lomakatsi, overseeing the Fall River Lake Trail Project, gave an update on the progress of the project.
 - Trail is about 80% complete
 - 24 yards of wood chips and 22 tons of gravel have been used. Additional locations may need wood chips and log cribs (to block off areas from recreational vehicle use).
 - 12 planter box structures across 12 spur roads - can accommodate future native species planting.
 - Tribal Employment included 7 Pit River tribal Ajumawi band members employed by Lomakatsi and an additional 3 Pit River Kosealekte tribal members employed through a subcontract from Lomakatsi to Issi Wah Ecocultural Restoration Services Inc., working through October and mid-November, a period of 5 weeks.
 - 600 Black oak acorns and 120 willows have been planted at the request of the Ajumawi Band Cultural Representatives.
 - Because native plants did not go in the ground in time, there will be talks with the Stewardship Council regarding a budget modification, and possibly using some of the native planting money on another line item.
 - Have been in contact with Rotary about a sign in honor of their donation.
 - A sign to honor the Ajumawi Band will also be contracted
 - An invoice for approximately \$55,000 will be submitted for reimbursement for work from October to November.
 - Lomakatsi representatives and Amber Beck will discuss final operation tasks and budget modifications that are needed to finish out the project.

APPROVAL OF MINUTES:

- *Approval of Regular Meeting Minutes from 11/24/21. A motion was made by Director DeWitt to Approve the Minutes as written, Director Hendrix seconded and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Monath)*

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman's Report:

- Spoke to Mike Colbert from the USDA about a possible loan to buy a vac trailer, truck and construct a storage building for equipment.
 - All of these items can be combined into one loan.
 - Under \$500,000 does not require a bond
 - The amount could be approximately \$350,000. At 2 1/8% interest for 35 years, that would be \$14,280 a year.

Parks & Recreation:

– Amber Beck

❖ Two Rivers Park

- Green Infrastructure Grant – Natural Resources Agency
 - Received our first reimbursement of \$13,385.00, over two weeks ahead of when they said it would arrive.
 - The second request for reimbursement was sent on December 3rd in the amount of \$30,647.50.
 - The NOD (Notice of Determination) has been filed with the County and the State. The final invoice for the Environmental from Enplan is expected this month.
 - Amber is working on a plan of action for the next steps in the grant, coordinating with Nick Riddle of Mt. Shasta Engineering.
 - The next deadline in the project schedule is submitting the final plans/specs/design in May of 2022. There should be no problem meeting that deadline.
 - The construction phase of the project runs from May 2022 to October 2024
- Per Capita Grant - OGALS
 - The initial documents for the Per Capita Grant from the State of California, were submitted to the grant administrator, Lydia Willit.
 - This is a non-competitive that was awarded to the District in the amount of \$177,952.00
 - The grant will fund the construction of a Pavilion on the active side of Two Rivers Park, along with any supporting amenities that can fit into the budget.
- Regional Parks Program Grant - OGALS
 - Amber would like to apply for this grant, which has a minimum of \$200,000 and max of \$3,000,000.
 - There is no guarantee that this grant will be applied for, but if the Resolution is passed tonight, then it is an option for the CSD.
 - The grant requires CEQA be complete by the time of grant awards. The CEQA does not include the Amphitheater, which is other main element planned. If the CEQA issue can be resolved, possibly by replacing the amphitheater with another pavilion and gathering space that will be much less invasive, then the grant can be applied for.

❖ Fall River Lake Trail

- The trail is very useable and expected to open to the public in the Spring of 2022. Ginger Amoroso and Mary Mike are planning to attend the board meeting and can give a little more detail on progress.
- There may be some adjustments to the grant budget to include more improvements, while removing items that can't be achieved at this point. More next month about the details once they are discussed.

❖ The Lions Park

- The Lions are having a new contract drawn up which will be presented to the board in the next couple months.
 - The District will take more financial responsibility for the utility and maintenance costs, which can be fit into the yearly parks budget.

- Painting will resume in the Spring, with the money received from the Rotary. Touch up and trim, along with the inside of the bathrooms.
- There are playground items that need to be replaced. Researching prices and funding options.
- ❖ **Other**
 - Paulette is no longer a board member but will stay active in the parks. Amber and Paulette are going to reach out to community members who have been supportive in the past and begin having monthly meetings. Community support and input are so important with all the projects.

Financial Report:

— Amber Beck

❖ **General**

- The audit was expected be complete last week but haven't received it at this point. They had to make a modification to the AR amount, because of a small discrepancy between the billing and accounting program. The discrepancy was due to coding issues between the two programs. So far this year, the AR match in both programs, so the issue has been resolved.

❖ **Revenue**

- For November, the total Revenue was about \$48,567 which is just under budget for the month.

❖ **Employee Expenses**

- Employee expenses were about \$31,000. which is almost \$3,000 under budget for the month.

❖ **Operating Expenses**

- The operating expenses were about \$36,000 which is about \$4,000 over budget for the month.
 - Because of some of the expenses being paid this month, instead of last, the net income for the month is -18,000. Net income in the winter months is always negative for the **month**. Mostly because of bills that are due this time of year and the low revenue from water during lower usage times.
- Net income for this year is \$80,437

Approval of Financials:

- Director DeWitt made a motion to Approve the invoices to be paid for the month of December. Chairman Monath seconded, and the motion was passed unanimously with a vote of 3 ayes. (DeWitt, Hendrix, Monath)

Operations Report:

❖ **System**

- To reduce the amount of blow by, the #2 pump at the Bridge St lift station has been fitted with a new pair of shoes located on the pull-out flange.
- The hospital lift station has a brand-new set of check valves as well as a new gate valves These upgrades will add much needed stability to our system.
- We had a power outage this month which caused damage to the CPU on the server for the SCADA unit. We are currently using a loaner unit until ours can be repaired
- Joseph remained on standby for the entirety of the power outage.
- This month we had 5 locate and mark tickets for various business doing work in the area.

- The leak at the corner of 6th and Curve St. has been backfilled and the street sign is back up.
- Water loss for the month of Nov is at 0. 28MG, which is 6 GPM and 10%. This is a 9% decrease from last month.
- Bacti samples for the month were negative.

❖ **Summary**

- Our equipment has been tested and winterized.
- There have been 2 hookups to our water system this last month. One at the hospital and the other at Pape Machinery
- Meter upgrades and maintenance is still a focal point of operations.

Manager's Report:

– Cecil Ray

❖ **Grants:**

- Airport Test Well Project @ Curve Street:
- Kip Lybarger, Project Consulting Engineer, has prepared his final revisions to the two potential test well sites on Curve St. Mey Bunte, State Dept of Drinking Water, is reviewing them for final approval. Upon her final approval and approval by funding parties we will move to obtain legal temporary access to property(s), file required CEQA notices, and begin prep of drill plan. Our goal is to be drilling in March 2022.
- McArthur Wastewater Project: Refer to supplemental information in email from engineer at the end of this report.
- Water Improvement Project: Refer to supplemental information in email from engineer at the end of this report.
- Backup Generator Funding Program:
- We are waiting for information from PGE to add SWRCB requested information to our application. Loch and I continue to work on it.
- RCAC (Rural Community Assistance Corp.) is facilitating a Standby Generator grant application with SWRCB (State Water Resources Control Board) DFA (Division of Financial Assistance. This program is focused on drinking water delivery reliability. Our initial application has been received by DFA and returned to RCAC for revision/comments/supporting documents. I anticipate by mid-December our revised application will be resubmitted. Loch Dreizler with RCAC believes we are one of the first, if not the first, to have applied. Exactly how many generators, extent of engineering design support, and what installation infrastructure will be included is unknown as DFA is developing the scope of support available.

❖ **Projects:**

- Solar/McArthur Backup Well: Refer to supplemental information in email from engineer at the end of this report.
- I have been in communication with Rick Maher owner of land on three sides of the existing McArthur Well #1. He continues to be willing to work with us on potential land purchase. My vision for this additional property is to install solar array for district-wide net metering, drill a backup well, add permanent backup generator, include present buried infrastructure that is encroaching on Maher, and nest all next to a solar array Mr. Maher wants to install.

- McArthur Well Pump Replacement: No Change: McArthur Well Pump Renewal 70% plans and specs from Waterworks, Joe Reiss, have been received. Moving forward this spec package could be combined with other short term (under 5 year) district water needs assembled into a package by PACE. Funding source yet to be determined.
- Diamond Mapping: Continuing
- Blueprints/Record Plans/Documents: Staff and I continue to work this effort. This is an on-going project that will take months.

❖ **Engineering Support:**

- Ryan Michaels, Bullert, attended 8-9 December and began corrective actions to Lift Station #1 suggested in Tony Bowser's report mentioned below. Presently the new Flygt #1 Sewage Pump warranty required "MiniCAS" protection/indicating system has been installed with panel mounted indicating lights and reset/confirmation button. At time availability and funding permit corrective actions will continue.
- On 20 September 2021 Pace Electrical Engineer, Tony Bowser and Ryan Michaels, Bullert Industrial Electric, surveyed our existing electrical motor control centers at the Lift Stations and McArthur Well as to existing condition, what immediate corrections need attention, and what can be upgraded in wastewater and water future improvement projects.
- On 20 October 2021 I received an email report from Tony as to observations and corrective actions needed. The list is extensive. Corrections will commence as district funding permits utilizing staff and contractors.
- Pace is handling inspection/documentation of water distribution system improvements by Pape (Airport Drive) and Mayers Memorial Hospital (Hwy 299). New Mayers Hospital 4" Fire Sprinkler has been "hot tapped" and additional appurtenances 90% complete. For educational purposes staff witnessed this installation event and photographed same. Likewise, Pace witnessed and documented Pape's waterline "hot taps" for new fire hydrant and new domestic water meters, road crossings (2) on Airport Road. Operations staff witnessed pouring of two thrust blocks (hot tap close to slip joint and fire hydrant) for Pace documentation. Final meter settlers and meters have yet to be installed. Work 75% complete. These customers will pay Pace charges.

Operations and Staff:

- Lift Station #1: Operating without interruption. Related comments above.
- Pit River Bridge Waterline: Refer to supplemental information in email from engineer at the end of this report.
- Waterline leaking within the Eastern bridge approach has been secured until replaced with new bridge. Fire Chief is aware Fire Hydrant on East side in out-of-service.
-

Engineering Update from Paul Reuter – Pace Engineering

Pape Machinery Project: PACE had considerable discussion with the Pape construction crew throughout the work completed to date. A portion of the on-site sewer lateral was installed without notifying PACE or the District of this work. However, reportedly, the installation was inspected by Shasta County and the contractor provided photos for our review. Generally, it appeared the correct materials were used. There is another phase of work to be done that requires moving operations into a new addition prior to demolishing and building the second phase. Pape needs "Temporary Occupancy" to accomplish this. We have agreed to grant that as long as the two-way clean-out is

installed at the property line and a low-pressure air test performed on the installed sewer lateral after the phase 2 work is completed. After Phase 2, Permanent Occupancy will not be granted until the air test is completed.

After several delays and redirections, the connection to the District's water main was completed last week using hot taps, and the new water lines installed across Airport Way. A PACE Construction Observer was present for portions of two days during this work. Once the RPP is installed, they will need to perform disinfection and pressure testing before putting the new service online. We continue to stay in contact with them.

Mayers Memorial Hospital: A PACE Construction Observer was on-site on day last week to observe the hot tap and backfill placement for the hospital's connection to the District's water main. The concrete slab for the RPP was also poured. Once the RPP/enclosure is installed, the system will be disinfected, and pressure tested.

Pit River Bridge Replacement: Last week, we (myself and PACE Structural Engineer, Bob Harp) participated in a sit-down meeting with Cecil, Bob Morrison, Jr. (Structural Engineer working for Shasta County) and four County staff-members to discuss the Pit River Bridge Replacement Project. The County is in the early phases of planning/design. They are still working on right-of-way acquisition, which is a necessary step to secure project funding. The County is hoping construction may take place during year 2023-24, but it could be later. We learned the County expects the District to foot the bill for any water line relocation work, both on and outside the bridge approaches. This was news to us. We asked the County to provide the District with documentation indicating the District is financially responsible for this work. Through discussion, County staff indicated the District's water main does not have "senior" rights to be on the bridge; however, the Knoch irrigation pipeline does.

Well 1 Site Improvements: We have been working the District to reconfigure the Well 1 site while adjoining property owners are willing to work with the District. Generally, the site needs to, 1) accommodate better access alignment for the Maher property to the north, 2) extend to the east to capture District infrastructure that has been built off-site, 3) extend to the west to accommodate a potential future well and photovoltaic (solar) panels. Currently, PACE is evaluating the required solar panel footprint. Once complete, we will put together a rough required site plan the District can use for preliminary negotiations with Maher. Once parties are agreeable, in concept, we will need to prepare legal property descriptions for a final transfer which will require some on-site survey work.

Lift Station/Well Electrical Improvements: A couple months ago, a PACE electrical engineer and an industrial electrical contractor visited several sites within the District to evaluate existing electrical/controls equipment. From this site visit, a list of recommended immediate improvements was developed. The District is currently working with Bullert Industrial Electric to complete some of these improvements. Other less-urgent improvements will be incorporated into future capital improvement projects.

McArthur Sewer Improvement Project: For this project, the District is seeking a final construction funding agreement to construct the project. The critical path item is the environmental document, which cannot proceed in earnest until spring 2022 when

flora/fauna begins to bloom. Several weeks ago, Enplan pointed out potential impacts caused by expanding the Fall River WWTP to accommodate McArthur – not necessarily the overall footprint of the ponds, but the increased water surface area within the ponds and potential increased bird (waterfowl) attractant in close proximity to Fall River Airport. PACE reached out to the Shasta County Airport Director seeking guidance and information regarding this potential issue. They provided some past environmental documents associated with previous airport improvement projects but did not provide any guidance for our proposed project. We have directed Enplan to investigate this potential issue more as part of their approved scope of environmental work. So, currently, we do not have any good answers to share with the District.

Water System Improvements: For this project, the District is seeking a "Planning" grant to essentially take a broader look at the overall Fall River Mills and McArthur water systems and scope/plan/design an overall system project that addresses all the deficiencies within the District. We have received much of the information requested of District staff (thank you Amber and Amy). However, with much focus on previously described projects, we have not made the headway on the application that I hoped by this point. That said, we expect to have the application completed by the end of this month, or early January.

OLD BUSINESS: - None

NEW BUSINESS:

- Discuss the need for a vac trailer
 - This topic has been tabled so members of the operations staff can contribute to the discussion. The bad weather prevented them from making it to the meeting.
- Appoint Board Members to Committees
 - This task has been tabled until January, when the board is likely to appoint a 5 director to the board.
- Consider Update to Policy 2030 – Employee Holiday Policy (D) (A) (I)
 - The update to the policy clarifies that days a holiday will be observed if it falls on a weekend.
- Director DeWitt made a motion to Update Employee Holiday Policy 2030. Director Hendrix seconded, and the motion was passed unanimously with a vote of 3 ayes. (DeWitt, Hendrix, Monath)
- Consider Resolution 2021-04 – RPP Grant Funds Application
 - This resolution was tabled due to only three board members being present.

Regular Meeting adjourned at 6:50 pm

- **The next regular board meeting is 01/12/2022**

Respectfully Submitted,


Board Chairman


General Manager