

**REGULAR BOARD MINUTES**  
**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT**  
**REGULAR BOARD MEETING**

**February 14, 2024**

**CALL TO ORDER:**

Chairman DeWitt called the Regular Board Meeting to Order at 6 pm

**ROLL CALL OF DIRECTORS:**

Director's present: DeWitt, O'Connor, Hendrix, Lopez

Director's absent: None

**VISITORS:** None

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:**

- ❖ A motion was made by Director O'Connor to approve the regular board meeting minutes from 1/17/2024. Director Hendrix seconded, and the motion passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, O'Connor, Lopez)

**APPROVAL OF INVOICES:**

- ❖ Director Lopez made a motion to Approve and pay the invoices for the month. Director O'Connor seconded, and the motion passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, O'Connor, Lopez)
- ❖ **Chairman's Report**
  - None
- ❖ **Parks Report**
  - Two Rivers Park (Copied from written report)
    - Plans continue for the Pavilion and Restroom to be constructed in the spring.
      - Amber is working with Gregory Engineering on the details and contracts for both the pavilion and restroom.
    - Purchasing the pavilion from Romtec out of Oregon (funded by the Stewardship Enhancement Grant)
      - They will handle design, fabrication and installation
      - The pavilion will be 20' x 30' steel with a metal roof
      - Planning to hire a local contractor to wrap the beams with rock, which will coordinate with the restroom.
    - Purchasing the restroom from CXT (funded by the CA Per Capita Grant)
      - Like Romtec they will handle design, fabrication and installation.
      - The building will be a 10'6' x 12' single ADA restroom with a separate utility area which will also house the controls for the irrigation system.
    - The District will hire a contractor to prepare the sites for installation
      - Preliminary photos and plans available in the office

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- A request for \$76,013 was submitted for reimbursement to the CA Natural Resources Agency for the Green Infrastructure Grant.
  - There has been another change in grant administrator (the third time this year), so this has delayed the reimbursement.
- Fall River Lions Community Park
  - The board will vote on the Use Agreement that PG&E presented us with for the park.
  - Thank you letter to the Lions - Tom
    - Will bring to the next board meeting for singing
- ❖ **Treasurers Report** (Copied from written report)
  - **Revenue**
    - Operating revenue was \$59,992, which was about \$7,000 under the budgeted amount.
    - Total Revenue was \$88,781 with Shasta County property tax revenue of \$28,770.
      - This is received in January and April, with this being the largest amount. It is split between the sewer and parks funds.
    - At 58% through the fiscal year, the budget is still looking OK with total revenue at 56%.
  - **Employee Expenses**
    - Employee expenses were \$34,440, which was about \$1,000 under the budgeted amount.
      - The District now has a part time employee assisting with tasks assigned by the GM.
  - **Operating Expenses**
    - The operating expenses were \$12,152, which was almost \$15,000 under budget.
      - This was mostly due to permit fee invoices being sent out late by the state
  - **Summary**
    - Net income for the year, *after* depreciation and Grant activities is \$218,589
      - That is high because of grant activity
- ❖ **Operations Report** (Copied from written report)
  - Love joy on #2 pump at booster station had to be replaced.
  - Got a vise mounted on the f450 and fire extinguisher mounted in it.
  - The operations team attended 2 classes in Roseville traffic control and trenching and excavation. Joseph needed these classes to complete the Professional development program through JPIA. As well as being very beneficial to us on how to safely work near the road and in trenches.
  - Bill Rodeski is studying for his backflow tester certificate which is later this month.
  - Joseph Huston is studying for his D3 test.
  - DOT and CA numbers for the f450 are in progress waiting on the government to get back to us. We need the DOT number to get the CA number.
  - Got Flashing LED lights on the back of the Dodge working.
  - Hung a road closed sign for winter at the park for Amber.

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- Fire Hydrants have been flushed, and meters have been read and the drought report is completed for January.
- Water loss for the month was 9 GPM, this is a 0% change from last month.
- Bacti samples for the month were negative.

❖ **Manager Report** (Copied from written report)

**General Comments:**

- **Continuing Education:** Bill Rodeski and Joseph Huston attended a two day seminar hosted by JPIA, our insurance carrier in Roseville. Safety was the focus for traffic control, trenching, and shoring during excavations. Bill will be attending a 5-day training and examination for Backflow Preventer certification to aid us in our compliance with DDW requirements. Joseph is scheduled to test for a water Distribution Level 3 certificate in the coming weeks.

**Administrative:**

- **Bridge Loan -Rural Community Assistance Corporation – RCAC –** Once we need this loan just prior to the construction phase of this project we have everything in place to proceed through our contact Mike Archer.
- **LAFCO – 2021 Annexation –** This annexation is complete with the State Board of Equalization and the LAFCO Board. We may be able to obtain some reimbursement for our costs from Shasta County since we annexed parcels that are owned by the County. We have sent a bill to Shasta County for their portion of the costs and have yet to receive any funds or communication.

**Grants:**

- **Test Well Project @ Curve Street: UEI AR 6376 – TA Grant – Sac State: Grant Engineer: Randy Marx**
  - The Test Well is complete except for pouring a concrete apron around the casing at the surface and safety capping the well. The well is constructed with screened and gravel packed casing from 650 ft to 550 ft bgs (below ground surface). From 550 ft bgs to above the surface is solid casing with bentonite and concrete sealing material around casing.
    - Bonnie Lampley, Hydrogeologist, is certain the well is fully developed as it relates to quality and quantity.
    - DDW required Water Samples have been taken and we are still awaiting the results.
    - Preliminary indications are the pH exceeds the DDW required limits and sulfur does exist which results in a hint odor of hydrogen sulfide.
    - Treatment for hydrogen sulfide is possible, but we do not have funds for that required infrastructure.

**Alternatives:**

- We have funds within the grant to drill a second well which the State seems acceptable to them.
- From some initial field water testing of water from the Fall River Cemetery Well which has a depth of 250 ft bgs in stratum very similar to what we drill through on the Test Well it is possible if we drill a second well to depth above the 500 ft level, we may locate quality water. The quantity may be reduced but could be an acceptable solution.
  - Once we receive all water test results from the Test Well and the Fall River Cemetery Well jointly with all consultants and the funding agency, we will proceed to develop an action plan in our search for a second water source for the district.
- **“Fall River Valley Well Infrastructure Project”:** DWR (Department of Water Resources): **Grant Manager: Tara George -**

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- The design has stopped until we know what well we will be using.
  
- **Wastewater System Expansion (McArthur) Project:**
  - In response to our postal mailers requesting “Letters of Intent” to connect to the proposed sewer system we have received approximately 70% replies with a few negatives. We are continuing to reach out with help from supportive community members to add to the positives.
    - I am suggesting we have another Town Hall Meeting on Wednesday 13 March 2024, 7:00 PM, Lions Hall, McArthur with Pace Engineering in attendance. I have community members that are willing to speak supportively as they see this community project as a long term benefit to existing homes, businesses, and school as well as the only way any growth will happen.
    - In addition, we could host another smaller Town Hall after Sunday Mass in Fall River Mills to explain the project to our Spanish-speaking community.
  
- **Water System Improvement Project: -**
  - **Changes: Project has now been moved to Small Community Drinking Water Unit**
  - **New Project Manager: Francine Fua**
    - This planning grant is on track to have an agreement in place in the second quarter of 2024. We continue to respond to their need for additional application/agreement information details.
  
- **McArthur Well – “Well No. 1 Improvements”:** DWR, Lead Person: Ashley Gilreath with AnnMarie Ore as her direct Supervisor
  - Tomorrow will be a Zoom meeting with 100% Plan review for this project with Pace and RCAC which is managing the generator funding. Our goal is to have a complete bid package out to bid in 4-6 weeks.
  
- **Backup Generator Funding Program: RCAC Grant Lead Person: Andrew Reynolds (NEW)**
  - McArthur Well Improvement and combined design with this generator is proceeding. 100% Electrical Design is completed for review.
  
- **Pine Grove Mobile Home Park: UEI AR 6644 – TA Grant – Sac State: Grant Engineer: Randy Marx**
  - UEI has contracted internally within Sac State to have property owners within the triangle of Lewis Rd, Williams Rd and Hwy that lie outside the PGMHP to find out if they want to connect to the FRVCSD water system if it was offered to them. Depending upon their response this may expand the scope of the project. Pace Engineering is under contract with UEI to proceed with the design once the scope of the project is defined from this survey. I have a Zoom call tomorrow to progress finalizing consultant contracts and Sam McGill who will be doing the survey.
  
- **Equipment Purchase - US Department of Agriculture (USDA) Partial Grant Funded**
  - The new F-450 Ford Service Truck delivered over a month ago is being used and outfitted by Joe and Bill for our operations.

**Projects:**

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- **Blueprints/Record Plans/Documents:**

- I have hired Gerald Stone as a part-time assistant to continue the task of organizing all existing plans for the district. All known hard copies will be scanned, reprinted if needed for quick examination, and digitally stored on the district server for easy access. A huge job, but he is making progress.

- **McArthur Well IH Standby Engine Rehab:**

**Rehab Continues** – Progressing at a slow pace.

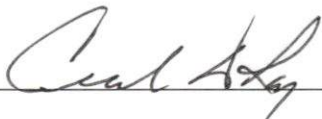
**OLD BUSINESS: None**

**NEW BUSINESS:**

- ❖ Consider Ordinance 2024-01 – Bidding Procedures Under the Uniform Public Construction Cost Accounting Act
  - Ordinance opting into the California Uniform Public Construction Cost Accounting Act
    - As discussed at the December 2023 board meeting
      - The Board reviewed the Act and benefits of opting in
      - Director Hendrix made a motion to approve Ordinance 2024-01. Director O'Connor seconded, and the motion passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, O'Connor, Lopez)
- ❖ Consider Acceptance of PG&E License Agreement for the Fall River Lions Park
  - Table until March to give legal counsel time for review

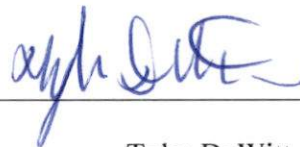
**Regular Meeting Adjourned at 6:30 PM**

Submitted,



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Cecil D. Ray  
Board Secretary and General Manager



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Tyler DeWitt  
Board President