

**MINUTES**  
**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT**  
**REGULAR BOARD MEETING**  
**January 16, 2019 6:00 PM**

**CALL TO ORDER:**

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

**ROLL CALL OF DIRECTORS:**

Directors present: Monath, Gooch, Ontano, Colby, DeWitt

**VISITORS:** Diana Rogers

**PUBLIC COMMENT:**

- None

**APPROVAL OF MINUTES:**

- Approval of Regular Meeting Minutes for 12/12/2018
  - o Director Ontano made a motion to approve minutes as written. Director Gooch seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, Colby, DeWitt)

**COMMUNICATIONS:** None

**CONSENT AGENDA:** None

**Chairman Report:**

- Chairman Monath has no report this month

**Operations Report:**

- Larry Fowler
  - o Monthly Coliform samples came back negative
  - o New windows have been installed in the back office and bathroom.
  - o The pneumatic pressure tank in McArthur needed minor repairs because of a pipe freezing.
    - Repaired the pipe and installed a new shut off valve
    - Tank is now working properly
  - o Director Colby inquired about the leak study done by the CRWA.
    - They did this free of charge
    - Will get a full report within a month, but there were no large leaks found as far as we know.
    - Chairman Monath is concerned about where the water is going since this is the second study in 2 years that has found no significant leaks.
  - o Director Colby asked how Bill Rodeski is working out in the Equipment Operator position.
    - He is picking things up and will take the water operator 1 exam in the Spring.

**Parks & Rec:**

- Bill Johnson typed a report and Paulette Gooch spoke
  - o The Community Park
    - The property is now owned by the district
    - Moving toward purchase of the Stoltenberg property.
      - Betty Stoltenberg is willing to be flexible regarding payment.
    - 30% plans are under review by Ryan Revheim of PG&E

- The Trail Project
  - Springs Rivers, Lomakatsi, the Pit River Tribe, Bill Johnson and Paulette Gooch toured the trail site together in December.
  - Spring Rivers Ecological Sciences is expected to provide the CEQA within the deadline.
  - There is a third-party use agreement in the works for this project, which Ryan Revheim is working on.
  - Director Gooch sent a letter to the Big Valley Conservation camp regarding park and trail maintenance.
    - Asking for donations for maintenance in the future may be a way of helping with funds.
    - The cost of a porta potty is about \$1000 per year

**Manager Report:**

– Stephen Rooklidge

○ Grants

- Working with Sergio Guillen to modify the grant line items to include 100% plans and specifications for the McArthur sewer project.
  - It may be some time before funding materializes
  - Will put us in a better position for future funding
  - There is \$216,000 left in this grant that could be lost
- Presented a \$700,000 lift stations renovation project to the IRWM.
  - The Intermountain Fair submitted a project to completely reconstruct their water system and build a wastewater system.
    - The IMF is within the District
    - It is in the best interest of the IMF and the District to work together on a wastewater project.
    - Had a meeting with PRCD staff to discuss consolidation. They will discuss with the Heritage Foundation.
- Sergio Guillen is working on a cost estimate for the force main from the Hospital to McArthur.
  - Task #1 - He is converting the District water plans the CAD files and completing required responses to the state about the WW master plan, which Forsgren failed to do.
  - Task #2 – is a contract to design the entire McArthur WW system, which will not be signed until the state has agreed to modify the budget to include the design work.
- The water tank and booster project is on hold while the state reviews the bid documents submitted last summer.
  - The original design was a low tank with booster pumps. The pumps would have likely be in continual operation to keep up with operation during the summer.
  - An elevated tank would establish the minimum pressure using gravity and would not be severely impacted by the distance to the storage tanks in Fall River.
    - This revision is under consideration
- A technical memo was submitted to the state to justify drilling test well instead of paying a consultant to tell the district where to drill wells.
  - The proposal revision increased the grand request from \$77k top \$496k.
  - The revision is under review by the state funding office but has DDW support.
- A Contract with CRWA is being developed to perform a wastewater rate study.
  - Three scenarios will be examined: the existing wastewater infrastructure, an expanded system that includes the IMF and the total district including McArthur.

○ System

- The elementary school wastewater system is undersized, plugs often, and sends large globs into our collection system.
  - The District may have to increase their rate modifier or expand their connections if the problem continues.
- CRWA conducted a leak detection survey
  - No serious leaks were immediately discovered but we have yet to receive the final report.
- The remaining Napa lift station pump will be removed and renovated.
- Bridge St lift station renovation will begin soon
  - Packway will remove the noisy pump and replace the pump rails.
  - Quicksilver Electric will connect the repaired pump
- Contacted Altec Engineering to provide a survey and easement for the Pine Grove MHP water line.
  - Project is postponed until Spring
  - Planning to install a 6" pipe across Lewis Rd and end at the Carpenter property with a hydrant. A 4" pipe will go to the PGMHP.
  - The cost of the easements will be the same as the cost of service installations
- Office
  - Bathroom has heated water, new faucet and new window.
  - New windows installed in back office
  - Pursuing proposals to renovate our LAN and get new computers
    - Issues with storage and some computer hardware and software is unstable.
  - The District is investigating whether the current vacation policy is adequate vs other districts in the area.
  - Quicksilver Electric will be rewiring the shop and back office.
    - Unsafe connections have been located
    - New subpanels, breakers and outlets will be installed along with new wiring.

**Treasurer Report:**

- Amber Beck
  - Accounts payable are all current.
  - Total operating revenue for December was \$45,502.29.
  - Tax revenue was \$144.78, which was allocated to the sewer fund.
  - The operating savings account has a balance of \$425,047.24 and the depreciation savings has a balance of \$42,685.43.
  - Total revenue is under budget by about \$2,000.
    - Expenses are about \$800 over budget.
    - Net income for December is \$5,640 with ytd income at \$136,819 (74% of budget)
  - Total cash and equivalents are \$253,368.02 down from \$264,421.87 last month.
  - Approve Financials:
    - Director Ontano made a motion to approve the invoices for payment. Director DeWitt seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, Colby, DeWitt)

**OLD BUSINESS:**

- None

**NEW BUSINESS:**

- Appoint Committee members
  - Parks and Recreation – Bill Johnson and Paulette Gooch
  - Finance – Paulette Gooch and Jerry Monath
  - Policies and Procedures – Tyler DeWitt and Jerry Monath
  - Budget – Ron Colby and Jerry Monath

- Fairgrounds Water and Wastewater Systems
  - o Chairman Monath said that he would like to see the Heritage Foundation succeed. They are an invaluable part of the community with all the events they host. The board concurred.
  - o The IMF is paying for 4 meters every month
    - If the number of meters were reduced, their rates would go down from the base rate of about \$1300 total (not including the water usage)
    - GM Rooklidge believes they can get down to at least two meters, which would reduce their rates for water. Not sure if it is possible for them to get down to one meter.
  - o The Intermountain Fair submitted a grant request to IRWM for twice what everyone else was asking for.
    - Physical consolidation is a consideration when funding is considered.
      - The fact that they are within the District is not favorable to them getting awarded a grant for their own system.
  - o GM Rooklidge and Chairman Monath met with Dale Krochel
    - Dale said we don't have a wastewater system they could hook up to. They weren't aware that we have a grant to design a WW system for McArthur.
    - The IMF is afraid that rates are going to be extremely high if they were to connect to our WW system.
      - A cost estimate was compiled by the district for the monthly charge for wastewater and water with two meters. The IMF would only be paying about \$300 a month more in the estimate.
    - After talking they may have realized they are a little farther behind than they thought they were on their engineering of a new WW system.
    - SR proposed that we set aside our grant request and go with the IMF to run a force main and lift stations out near the fairgrounds and have their collection system feed into that lift station. We could pay for the WW installation. They could hook up to our existing design. Our engineer can design their WW system.
  - o Dale said they would bring it up with the Heritage Board. GM Rooklidge has not heard back from them to date.
  - o Note that Director Ontano left the meeting at 7 PM, about half way through this discussion.

**Meeting adjourned at 7:30 pm**

- **The next board meeting is 02/13/2019**

Respectfully Submitted,

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Stephen Rooklidge, General Manager

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Date

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Jerry Monath, Chairman of the Board

\_\_\_\_\_  
Date