

**MINUTES**  
**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT**  
**REGULAR BOARD MEETING**  
**December 12, 2018 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:** Bill Johnson

**PUBLIC COMMENT:**

- None

**APPROVAL OF MINUTES:**

- Approval of Regular Meeting Minutes for 11/14/2018
  - o Director Gooch made a motion to approve minutes as written. Director Ontano 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 were positive in November.
    - Re-sampled the site, along with upstream and downstream and came back positive.
      - The upstream pipe tested negative.
    - Injected chlorine into the tanks to distribute through the system.
    - Reduced the chlorine residual enough to take new samples about two weeks later
      - Due to the poor condition of our pipes throughout Fall River
    - Will pull 5 samples in December due the violation of the total coliform rule
  - o Replaced 6" valve on tank #1 that isolates the tank for the old treatment facility.
    - The valve was leaking due to neglect and age.
    - Waited until the water usage decreased to do this repair.
    - Still need to replace the 10" isolation valve on the tank and the main 12" valve.
  - o The solenoid valve on the cla-val at the well failed.
    - Has been replaced and rewired and is working as intended.
  - o The battery for the back-up propane motor at the well blew up due to old/bad wiring.
    - Quicksilver Electric rewired
  - o Outlet for the emergency chlorination pump has been installed by Quicksilver Electric.
  - o Bill Rodeski was hired on December 3<sup>rd</sup> in the temporary equipment operator position.
  - o Fluid maintenance has been completed on the CSD vehicles.
    - The new Dodge has more recalls that will be fixed in December.
  - o The Napa and Bridge street lift station pumps have not completed due to weather.

- Shop upgrades are underway.
  - New wiring is needed throughout the building.
  - Windows will be installed when the weather allows.
- Aqua-Sierra has updated the Scada system to automate the well functions. So far it is working flawlessly.

### **Parks & Rec:**

- Bill Johnson
  - The community park is now owned by the District
    - The transfer was recorded on November 27<sup>th</sup>
    - Need to purchase the small inholding from the Stoltenberg Family Trust
    - A third-party use agreement needs to be obtained to allow the use of the use of some property they retained for the park purposes.
  - The Trail Project
    - Language in the sub-award agreement was modified to satisfy all parties.
    - Lomakatsi contracted with Spring Rivers Ecological Sciences for CEQA requirements.
  - Director Gooch has researched how to finance the parks when completed
    - Big Valley Conservation camp could maintain the trails
      - They need to see CEQA, and other information
      - May be restricted during fire season
      - From \$0 to \$250 per day
    - The Mcconnel Foundation, Volunteers or Shasta Regional are other options.
    - Lomakatsi has offered to help find funding for maintenance after the work is done.
    - Andrew Braugh identified potential long-term funding opportunities from the California Trails Act.
  - There will be an \$80,000 cost for purchase of the Stoltenberg property.
    - This money will have to be in an escrow account
    - The District may have to front the money for at least 30 days before it is reimbursed.

### **Manager Report:**

- Stephen Rooklidge
  - Met with Sergio Guillen, PE to develop a master contract (see resolution 2018-10) and discuss grant funded infrastructure projects.
    - GM Rooklidge and Sergio revised the IRWM grant project description to try and get the wastewater lift stations renovated. This is a \$600,000 project.
    - Per resolution 2018-10, Sergio can begin modifying the contract documents for state approval on the water tank and booster station project and the wastewater extension design project.
  - GM Rooklidge had to sign the park documents for PG&E, even though Bill Johnson had already done so.
  - Four potential well locations were identified for the DFA well grant project.
    - Water samples were collected from nearby wells to test the quality of the water.
    - Three location are near district owned property, and one is near the county yard and would require an easement before drilling.
  - GM Rooklidge assisted Larry with system repairs prior to hiring Bill Rodeski.

- The District received a citation from the Division of Drinking Water for violating the total Coliform Rule.
  - The tanks were chlorinated at 1.5mg/L
  - Flushed the water system
  - The chlorine dissipated at a slower rate than anticipated because of the temperatures and long flushing times.
    - When the chlorine reduced to non-detectable limits, the samples came back clear.
- Backflow devices in 2019
  - Residences with wells will all need backflow devices installed.
  - Fall River Jr./Sr. High School will need to install a backflow device.
- The roof started leaking during the recent rain storm.
  - Many screws for the roof were loose or not set well in rotted wood sheeting.
  - The District will get bids for a new roof in January.
- Quicksilver will isolate and identify electrical circuits and we will rewire much of the exposed and dangerous connections.
- The toilet leak has been fixed. We can now flush without holding the handle down!!
- The line one phone connection went out, and GM Rooklidges' phone shorted out. Frontier came and fixed the line. Amber will check with the company to see if we can get a replacement.
- In January the windows in the back office and bathroom will be replaced and ceiling fans will be installed.
  - A fan will also be installed above the woodstove to help keep the shop at a steadier temperature.
  - Heater ducting will be revised to better dissipate heat in the back office.
- Received a new small refrigerator for bacteriological samples. Will recycle the old one.
- The meter billing discrepancy at the High School has been fixed.
  - There are two meter readings for one line. The one with little usage has been getting billed, and the one that is showing a more accurate amount of usage is not being billed.
  - We will begin billing the meter with the more accurate usage.

#### **Treasurer Report:**

- Amber Beck
  - Accounts payable are all current.
  - Total operating revenue for November was \$47,750.26.
  - Tax revenue was \$120.91, which was allocated to the sewer fund.
  - The operating savings account has a balance of \$42,451.52 and the depreciation savings has a balance of \$40,220.01.
  - Many of the monthly bills are now being paid electronically, cutting down on the amount of checks that need to be signed.
  - Closing entries have not been posted for the year, so some of the balance sheet is incorrect. Amber should be able to correct these balances before next board meeting.
  - Total revenue is over budget by about \$2,000.
    - Expenses are about \$7,000 under budget.
    - Net income for November is \$8,978 with ytd income at \$124,227 (74% of budget)
  - Total cash and equivalents are \$265,447.42, up from \$220,365.26 last month.
  - Approve Financials:
    - Director Colby 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:**

- Resolution 2018-10 – Master contract for engineering services
  - o Contract with Sergio Guillen providing engineering services for grant funded projects.
    - Director Ontano made a motion to pass resolution 2018-10 as written. Director Colby seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, Colby, DeWitt)
  
- Resolution 2018-9 – Bulk water sales
  - o Prices were approved at the last meeting and put into a resolution for the record.
    - Director Gooch made a motion to pass resolution 2018-9 as written. Director Colby seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, Colby, DeWitt)

**Meeting adjourned at 7:34 pm**

- **The next board meeting is 01/16/2018**

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