

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
August 15, 2018 6:00 PM

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:10 p.m.

ROLL CALL OF DIRECTORS:

Directors present: Monath, Gooch, Ontano, Colby at 6:46

VISITORS: Walt Caldwell, Diana Rogers, Stephen Rooklidge, Tyler DeWitt

PUBLIC COMMENT:

- Director Ontano thanked Larry Fowler and his crew for all the hard work in keeping the water running during the fire. Everyone agreed that they did a great job and deserved a big thank you.

APPROVAL OF MINUTES:

- Approval of Regular Meeting Minutes for 07/11/2018
 - o Director Gooch noticed a correction needed on page 2 of the minutes. Correct "feed store property" to read "Community Park".
 - o Director Ontano made a motion to approve minutes as corrected. Director Gooch seconded, and the motion was passed unanimously with a vote of 3 ayes. (Gooch, Monath, Ontano)

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman Report:

- Chairman Monath
 - o The fire showed us things that we can improved on.
 - Will need to make some improvements that are going to be expensive, but worth the investment.
 - Cooling system in the backup motor at the well had a problem.
 - The state brought in a generator, and we needed to pay an electrician to hook it up.
 - o Without this, we would not have been able to pump water.
 - Need to look at getting a backup generator that we can move where needed.
 - The backup well is of not use when the power is out, as it would need a generator.
 - There was a problem getting enough fuel to run the generator.
 - Need to think about how to handle this in the future.
 - Communications were a problem with the landlines and the phones not working.
 - Look into getting commercial grade radios in case of emergency
 - Need to get the weeds under control at the tanks.
 - o Getting money from new connection at the hospital of over \$50,000. Not sure of the time frame at this point.

Operations Report:

- Larry Fowler
 - o The results of the coliform testing for the month of August came back clear.
 - o Long street is almost finished.
 - Four remaining service connection and relocation of the fire hydrant.

- The hydrant will interfere with snow removal. Will move it to the end of the road.
- Encountered minor problems during the power outage and fire.
 - Was able to keep the water flowing and the pressure did not fall low enough to require a mandatory water sample.
 - If the water drops below a certain psi in the lines, the water has to be shutoff and then tested before it comes back on. It would be at least an additional 2 days off, after the system is up.
 - Larry thanked Chairman Monath for his support during the fire. He appreciates the thank you's from the board and community.
 - State regulator Steve Watson was extremely helpful and thanked him for the District. Without him, we could not have kept the water on.
 - Under an hour away from having to shut the water off.
 - Will be pushing for a backup generator. The money it will cost up front will be well worth it in the long run.
 - The golf course area is on a booster system, so they are the most difficult area to get water to when the power goes off.
 - Larry shut off all but tank 3 (which supplies the golf course area) and was able to keep the pressure up. He says it worked this time but won't work again.
- Assisted in Big Valley on Saturday (8.11.18).
 - They had a well completely burn. Able to help get their water back on.
- Looking into the tanks to check the water levels is time consuming and have to climb.
 - A float would be helpful
- Had to pump the lift station at the hospital once, but all others were good.

Parks & Rec:

- Paulette Gooch
 - The MOU consideration for Lomakatsi will have to be postponed again.
 - The Stewardship Council did not send the final ok on the grant.
 - Delay on the Community park transfer, per Bill Johnson.
 - Waiting for the County to provide the information to comply with the subdivision map act.

Manager Report:

- Bill Johnson
 - Hats off to the staff for doing a great job during the fire. Refreshing to see the dedication.
 - Waiting for the park property transfer.
 - Financials are good.
 - Budgeting is off for the first month of the fiscal year. More revenue and less expenses than were budgeted for. Right direction, but not as accurate as it should be.
 - August may be a little messy because of the expenses associated with the fire.
 - No water loss numbers but will email it out to the board.
 - Director Gooch asked about the billing of the contractors who are doing work in town.
 - GM Johnson assured her that they are on meters and will be billed.
 - The contractors at the Mountain Valleys Health Centers job were going to tap into the main but put it off in consideration of all that has been going on with the fire.

Treasurer Reports:

- Bill Johnson
 - Continuing to improve
 - Amber is doing a good job at reporting what is going on every month in her financial summary. Along with what was mentioned in the managers report, there isn't much more to add.
 - Accounts payable are all current.
 - Total cash and equivalents are \$163,694, up about \$15,000 from last month.

- Approve Financials:
 - Director Ontano made a motion to approve the invoices for payment. Director Gooch seconded the motion and it was passed unanimously by 3 ayes. (Gooch, Monath, Ontano)

OLD BUSINESS:

- Consider proposed sick pay policy
 - 2040.3 Would give employees the chance to get paid half of their sick pay hours on the 2nd of December, leaving them with the remainder until April 1st. The sick leave accrued Jan to April will still remain.
 - The employees felt that this was acceptable.
 - Director Gooch made a motion to accept the amendment of 2040.3 to the sick policy. Director Monath seconded the motion and it was passed unanimously by 3 ayes. (Gooch, Monath, Ontano)

NEW BUSINESS:

- Establish a depreciation savings account
 - Proposing a savings account with a \$2,500 deposit each month, to replace things that get old or break.
 - The money would be earmarked specifically for the replacement of depreciated and old equipment.
 - Director Gooch asks if the District can afford this.
 - GM Johnson says yes
 - Depreciation is probably stacking up at more than \$2,500 a month, but it is a start.
 - The blueprints for the water tanks were drawn in 1941, so they are getting up there in age.
 - The account would pay for this type of expense
 - Director Colby arrived at the meeting.
 - Director Ontano made a motion establish a deprecation savings account in the amount of \$2,500 per month. Director Colby seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Ontano, Colby)
- Review the Conflict of Interest Code
 - The county requires a review of the conflict of interest code.
 - Board members received a copy via email.
 - Chairman Monath asks if anyone would like to study it until next month, but he is ok with passing it on to the County the way it is.
 - Diana Rogers would like a copy which Amber will print out for her.
 - Director Gooch made a motion to approve the Conflict of Interest Code as produced by the County of Shasta. Director Ontano seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Ontano, Colby)
- Consider MOU
 - Postponed
- Consider the purchase of a dump trailer
 - The dump truck needs a new motor, per Jerry Norris. Larry is the only one driving it, and it is unsafe and nearly impossible to keep running.
 - Probably \$8,000 to repair
 - Per Larry Fowler a dump trailer can be purchased from Nor Cal Trailer Sales for about \$5,500
 - 5x8 is \$5,200 and 5x10 is \$5,500

- Dual axle, slider gate, cover, fully equipped.
 - Both trucks will be able to tow the 5x8 trailer. Have to check the hitch capacity on the Dodge to see if it will tow the larger one.
- Director Colby made a motion to approve the purchase of a dump trailer up to \$7,000.00. Director Ontano seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Ontano, Colby)
- Consider the purchase of 12 meters
 - These are the meters that The CSD has been installing.
 - Only one left on hand
 - 12 meters with wire hookups are about \$2,300.
 - Director Ontano made a motion to approve the purchase of a case of 12 meters. Director Gooch seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Ontano, Colby)
- Consider the purchase of 6 safety plates
 - Safety plates to cover up holes that are dug during the work day, without having to backfill them and create twice the work.
 - The launch pit for the boring machine has to be large.
 - Extra plates would save a lot of labor, and money in the long run.
 - Possibility of doing more than one job at a time.
 - Larry says he can put the hole in a solid sheet.
 - Only have one plate at this time
 - Cal Trans requires plates that will cover the width and length of any area that is dug.
 - About \$600 without a hole to move it, \$800 to \$900 with hole.
 - Director Colby made a motion to approve the purchase of a 6 safety plates. Director Gooch seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Ontano, Colby)
- Cooling system at the well
 - Cooling system for the backup gas engine at the well.
 - Tubbs in Lubbock TX makes a heat exchange that goes with the pump. This was the original design.
 - Can manufacture a heat exchanger in about ten days, for \$1,400. Would have to install it and possible add surge tanks. Total of about \$4,000.
 - Copper tubes, with steel assembly.
 - Could mingle coolant with water in the pipe if it failed.
 - Has a limited lifespan
 - There is no bypass for what will go through the discharge pipe, so it is not only used in emergencies. There would be more wear than just in emergencies.
 - Would make the gas engine a more reliable backup.
 - If we could get a generator as backup, that may be a good option.
 - GM Johnson says this will be another backup once the new system is put together, and it wouldn't cost a lot of money.
 - Larry Fowler wonders if improving the air flow in the building would be a solution.
 - Chairman Monath would like to consult Sergio Guillen about this.
 - GM Johnson figures there is lack of air flow to prevent it from freezing in the winter.
 - Director Colby suggests that this subject is tabled until further information on safety of the water system can be determined, and if this is an outdated system. Try to get in touch with others who may have this system.
- Staff apparel
 - Boots worn by the field staff are subject to more wear and tear than normal.

- Larry Fowler says he buys two pairs of boots a year.
- Chairman Monath would like to help offset the cost of boots every year.
- Director Gooch suggests that The CSD buy one pair a year.
 - Larry Fowler suggests that the board come up with guidelines as to type and quality if the District is going to be buying them.
 - Chairman Monath has seen damage done to toes by steel toe boots.
- Tabled until the board can come up with guidelines for boots.
- Larry Fowler asks about the possibility of getting reflective shirts for the field employees.
 - Chairman Monath likes the idea of getting apparel to identify workers in the community.
 - GM Johnson will look into the costs and selection of shirts available.
 - Logo shirts and caps would also be a good idea.

Meeting adjourned at 7:32 pm

- **The next board meeting is 09/12/18**

Respectfully Submitted,

Stephen Rooklidge, General Manager

Date

Jerry Monath, Chairman of the Board

Date