

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
February 21, 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, Colby, Gooch. Ontano came in ¼ of the way through the meeting.

VISITORS: Tyler Dewitt, Andrew Bentz, Walt Caldwell, Alan Driscoll

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- Approval of Regular Meeting Minutes for 01/17/18.
 - Sky Snyder would like to suggest a correction made to last month's minutes in the Parks & Rec report. Correct "Lomakatsi Restoration Network is matching the grant with almost \$250,000" to the amount of \$22,500.
 - Chairman Monath made a motion to approve minutes as corrected. Director Colby seconded, and the motion was passed unanimously with a vote of 3 ayes. (Gooch, Monath, Colby)

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairmans Report:

- Chairman Monath
 - Welcome to Alan Driscoll from Forsgren Associates.
 - GM Bill Johnson will be retiring at the end of May this year.
 - GM Johnson has done a great job and will be missed.
 - The district plans to advertise the position in the hopes of finding a qualified individual who will be able to work 5 days a week and has both water and sewer licensing.
 - Construction on the new roll up door is almost finished. This is a previously approved expense of approximately \$10,000.
 - The roll up will allow the door to be opened when there is snow and ice buildup, unlike the old swinging doors.

Operations Report:

- Larry Fowler
 - The results of the coliform testing for the month of January came back clear.
 - Old meters are being replaced with new touch read meters.
 - Larry and Sky are upgrading connection pipes and fittings along the way.
 - Evidence of water theft has been discovered and dealt with.
 - Working on replacing broken meter boxes and lids; using high traffic rated lids as needed.

- Established an odor control program for our evaporation ponds after speaking with several officials and licensed wastewater experts.
- Director Colby asked if Larry was able to contact Red Bluff Office of Water Recourses about borrowing their leak detection equipment. Larry said that he is going to contact them.

Parks & Rec:

– Sky Snyder

- The Fall River Lake Trail Improvement and Ecocultural Enhancement Project grant was submitted February 15th.
 - There have been three meetings since last month.
 - The first with PG&E, Lomakatsi and representatives of the Ajumawi band.
 - Another with forestry and biology experts from Lomakatsi.
 - Meeting to identify an area on the west side of the lake slated for Oak restoration.
 - The total request for this grant was \$299,230, to restore 1.8 miles of trail from Fall River Elementary to Mackey's Cove.
 - PG&E is reviewing it, and then it goes to the Stewardship Council for final approval.
 - Lomakatsi is donating \$22,500 toward the project. Sky Snyder is also donating his time, although once the grant goes through there will be a modest amount for staff hours and other costs.
- The Waterfall Park is slowly progressing.
 - The \$40,000 planning grant funds are now available.
 - Andrew Braugh recommended an engineering company from Mt. Shasta. GM Johnson met with the owner last week and reviewed his work. He was pleased with what he saw. More information in the managers' report.
 - The timeline is uncertain at this point.

Manager Report:

– Bill Johnson

- Pittsburgh Tank and Tower has been contracted to repair and recoat tank #2, which will cost \$42,850.
 - This is a budget approved expense and the work should be completed in April.
- The Waterfall Park is moving along at an accelerated pace after seeking assistance from Brian Dahle's office.
 - Should be signing the transaction agreement in the next few weeks.
 - It was necessary to find a new firm for the design services (paid for by the Stewardship Council).
 - Waterways had committed to the project in 2017 but couldn't proceed due to the slow progress on the land transaction. Their schedule doesn't allow time for the project this year.
 - Mt. Shasta Engineers is a Native American owned business, and after looking at some of their work, feel that their style would lend itself well to the project.
- After accounting for inactive meters, the difference between budgeted revenue and actual has decreased. Still not happy with the numbers, but we are working on this issue.
- Water loss for January was 34.5%. In 2016 it was 54%, while 2015 was 45%.

- Director Colby questions whether we can hire Byron Gibbons to test Backflow devices.
 - GM Johnson says it will be about \$2,500 to have them all done, and he does plan on making it happen.

Treasurer Reports:

- Bill Johnson
 - Financial Report:
 - January operating revenue was still under budget mostly because it was based on quantity of meters (not accounting for out of service meters). Still working on any other contributing factors. Amber was able to crunch the numbers, and the meters used vs quantity seems to be the problem.
 - Ytd budgeted revenue was \$391,398, while actual was \$372,975.
 - Ytd budgeted expenses were \$353,694, while actual was \$285,414.
 - Partially due to lower employee costs, but also in part to employees being careful about how they spend money. GM Johnson gives them credit for being diligent about spending.
 - The balance sheet is accurate as of the 31st of January at \$87,927.24 in accounts payable, but we were able to pay off most of the Forsgren invoices in the first few days of February and the accounts payable is around \$9,000 to this date. The bank balance was also around \$49,000 at the end of January but was around \$88,000 as of February 14th.
 - We do have the money to repair and recoat the tank, along with buying a new truck, but we still need to be careful with how we spend money. Expenses will be going up in the next few months, with employees qualifying for benefits, getting raises and hiring a new GM.
 - Added another \$2,500 to the operating reserve account.
 - Approve Financials:
 - Director Ontano made a motion to approve the invoices for payment. Director Gooch seconded the motion and it was passed unanimously by 4 ayes. (Colby, Ontano, Monath, Gooch)

OLD BUSINESS: None

NEW BUSINESS:

- Consider the sale of old equipment that is no longer functional.
 - There are several old trucks and the old backhoe that need to be sold.
 - Director Gooch made a motion to sell the old equipment per policy. Director Ontano seconded the motion and it was passed unanimously by 4 ayes. (Colby, Ontano, Monath, Gooch)
- Consider the purchase of a pickup to replace the S10.
 - Director Monath figures it will cost between \$20,000-\$30,000 to buy a reliable vehicle with decent mileage.
 - Buying from a reputable dealer as opposed to a private party is the consensus.
 - The district can afford the cost of a truck at this time.
 - Director Colby wonders if we should try to finance the truck through Plumas, maybe adding to the excavator loan.
 - Chairman Monath doesn't think this is an option, as it would put the district

over the borrowing limit of 5% of our gross income. He will investigate the option.

- Director Colby made a motion to purchase a truck for up to \$30,000. Director Gooch seconded the motion and it was passed unanimously by 4 ayes. (Colby, Ontano, Monath, Gooch)
- Develop a course of action for recruiting a new general manager.
 - Chairman Monath would like to form a committee to recruit a new GM.
 - General manager hiring committee includes Bill Johnson, Director Colby and Director Ontano.
 - The ideal GM would work in the office full time and be licensed for both sewer and water, along with be a proficient grant writer.
 - We are paying \$800 per month for water and sewer license coverage.
 - The district will likely be paying a higher salary for a new GM.
- Director Colby would like to see a continuing education program in place for the employees.

Meeting adjourned at 6:53 pm

- **The next board meeting is 03/14/18**

Respectfully Submitted,

Bill Johnson, General Manager

Date

Jerry Monath, Chairman of the Board

Date