

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
February 13, 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, Colby, DeWitt

Directors Absent: Ontano

VISITORS: Diana Rogers, Bill Johnson

PUBLIC COMMENT:

- None

APPROVAL OF MINUTES:

- Approval of Special Meeting Minutes for 12/12/2018 and Regular Meeting Minutes for 1/16/19
 - o Director DeWitt made a motion to approve minutes from 12/12/18 as written. Director Gooch seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Colby, DeWitt)
 - o This minutes from 1/16/19 have a typo on page 3 in the treasurer report. The operating saving account has a balance of \$425,047.24 should read: The operating reserve account has a balance of \$45,047.24
 - o Director Colby made a motion to approve minutes from 12/12/18 as amended. Director DeWitt seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Colby, DeWitt)

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman Report:

- Chairman Monath noted that the crew is doing a good job at keeping up with snow removal so that the office is accessible to the public during this bad weather.

Operations Report:

- Larry Fowler
 - o Monthly Coliform samples came back negative
 - o Started annual maintenance on heavy equipment.
 - o New front door has been installed for better security in light of theft issues around town.
 - o The emergency chlorination pump at the well has been installed and can be used in case of an emergency.

Parks & Rec:

- Bill Johnson typed a report and Paulette Gooch spoke
 - o The Community Park
 - The project is moving forward with a goal of completion by December 31,2019
 - GM Rooklidge, Director Gooch and Bill Johnson met to discuss the project. Priorities identified by the meeting:
 - Obtain Stoltenberg property
 - Clear up any issue that may exist regarding access to the property
 - Create a contract and solicit bids for demolition of existing structures on the

- property. Obtain a grading permit.
 - Work to develop final plans for the park that reflect limitations of the existing boundaries, being mindful of the ADA and the county's plans to build a new bridge over the Pit River (which will use some of the District owned property).
 - Include a small building for water and utilities
 - Restrooms will be porta potties. May be able to include a shade structure over them.
 - Director Gooch is waiting to hear about pricing for these.
 - Mt. Shasta Engineers has a favorable response to this plan, stating there is no time to waste.
 - Bill Johnson would like to see something other than asphalt for the trail if it is ADA compliant.
- The Trail Project
 - Springs Rivers is currently working on CEQA for this project.
 - Should be complete by the end of March
 - Lomakatsi is working on a third-party use agreement with PG&E for this project.

Manager Report:

- Stephen Rooklidge
 - Grants
 - Working with Sergio Guillen on his contract to produce 100% plans and specifications for the McArthur sewer project.
 - The DFZ is having accounting system issues and the district may need to obtain a bridge loan to pay for any grant reimbursements this summer.
 - The state will pay any interest and fees for this loan.
 - Met with the Intermountain Fair staff and presented an estimate of sewer service cost if they were to cooperate on a grant with the District for a force main and lift station at the fairgrounds.
 - They disputed the need for a commercial kitchen fee because the kitchen is rarely used.
 - GM Rooklidge suggested the modifier be reduced but the fee not eliminated.
 - A technical memo was submitted to the State to justify drilling test wells instead of paying a consultant to tell the district where to drill wells.
 - The revision increased the grant request from \$77k to \$496k
 - Grant liaison at Sac State has yet to write a project plan and communicate with the state about this.
 - A contract with CRWA is being developed to perform a wastewater rate study.
 - Contract was originally for \$6,300 and paid for by a grant to include connecting McArthur to the WW system
 - Trying to get a rate study for the existing system to address the Districts low sewer rates.
 - The original cost has tripled but they offered to give a 20% discount
 - Have had no communications about this since a call in late January stating the proposal would be sent the next day.
 - Emails have not been responded to
 - In contact with Jim Cook on what we need to go into the process of raising the rates.
 - Forsgren did do some sort of rate study
 - May be able to do the study in house
 - Sent a request for technical assistance from the CRWA to help complete an operations

- plan, which is required by DDW in the last sanitary survey.
 - Will be 3 weeks before a decision is made.
 - Completed a justification memo for the water system grant.
- System
 - Water and wastewater system automation is creating less call outs
 - Lift station repairs have been postponed until the weather is better
- Office
 - Requested a cost estimate for glass and rotted wood windows in the shop area to be replaced with plexiglass.
 - Hoping the new windows will help with the heating cost

Treasurer Report:

- Amber Beck
 - Accounts payable are all current.
 - Total operating revenue for January was approximately \$49,000.
 - Tax revenue was \$23,945.21, which was allocated to the sewer fund.
 - The operating reserve account has a balance of \$47,533 and the depreciation savings has a balance of \$45,191
 - Total revenue is over budget by about \$8,000.
 - Expenses are about \$900 under budget.
 - Net income for January is \$40,641 with ytd income at \$177,461 (96.39% of budget)
 - Total cash and equivalents are \$287,099.
 - 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 4 ayes. (Gooch, Monath, Colby, DeWitt)

OLD BUSINESS:

- None

NEW BUSINESS:

- Resolution 2019-01 Parks Manager Compensation
 - Allowing Parks Manager Bill Johnson to be paid out of grant funds for administration costs incurred by the district.
 - Limited to park grant funds for work over 6 hours a week by invoice
 - Chairman Monath made a motion to approve resolution 2019-01. Director Gooch seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Colby, DeWitt)
- Resolution 2019-02 Vacation Policy Revision
 - Table for further review
- Revision of water construction application
 - GM Rooklidge wants the board to consider revising the existing grant the will put in a storage tank in McArthur and do renovation to the well and pump house. The design is for 180,000 gallon tank pressurized by booster pumps. Because of the design, the District will be paying electricity for the booster to maintain pressure and flow.
 - GM Rooklidge proposes a new grant request that with an elevated tank in McArthur and one near the sewer ponds in Fall River.
 - If an elevated tank were to be installed in McArthur, gravity would take the place of the booster pump to maintain pressure.

- Re-design within current grant is not possible, per the state.
- No firm date when the money would be awarded for current grant as written; it could be 1-2 years
- Altering the design and re submitting a grant could be 3-4 years.
- GM Rooklidge can move forward with the revisions, but does not have to withdraw the current grant at this time.
- Director Gooch made a motion to authorize GM Rooklidge to move forward with revising the water construction application. Director DeWitt seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Colby, DeWitt)

Regular Meeting adjourned at 7:55 pm

Closed Session for Property Acquisition

- Results of closed session
 - No action taken

- **The next board meeting is 03/13/2019**

Respectfully Submitted,

Stephen Rooklidge, General Manager

Date

Jerry Monath, Chairman of the Board

Date