

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
April 17, 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, DeWitt

Directors Absent: Colby

VISITORS: Bill Johnson, Diana Rogers, Sky Snyder

PUBLIC COMMENT:

- None

APPROVAL OF MINUTES:

- Approval of Regular Meeting Minutes for 03/12/19
 - o Director DeWitt made a motion to approve minutes from 03/12/19 as written. Director Gooch seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Ontano, DeWitt)

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman Report:

- Chairman Monath

Operations Report:

- Included with the Managers Report

Parks & Rec:

- Bill Johnson
 - o The Community Park
 - A sale contract is being created by Bader Real Estate for purchase of the Stoltenberg property.
 - A license has been granted by PG&E to allow us to enter their retained land.
 - This is needed in order to make plans for the use of the retained property once we have the third-party use agreement.
 - Met with Mt. Shasta Engineers and Andrew Braugh about design and engineers cost estimates.
 - The third-party use agreement needs to be in place before any of this can actually be put into action.
 - o The Trail Project
 - “The review period for the proposed mitigated negative declaration regarding the lake trail project has closed. Two comments were received, one from the California Department of Fish and Wildlife, and the other from the State of California Native American Heritage Commission. The CDFW comments were marked by the clearinghouse as received timely, while NAHC’s comments were marked as received late. Spring Rivers revised the declaration in response to both comments, and both agencies are satisfied with the final document.”

Manager Report:

- Stephen Rooklidge (taken from his managers' report)
 - o Grants
 - Spoke with the state and we are requesting a postponing of the deadline for the wastewater project because we will not get reimbursed for several months.
 - Met with IRWM staff and presented the airport tank and well project to them for inclusion in the region funding request. It was accepted for submission and I was asked to revise the application format to better follow our presentation. I assisted other districts with their applications at a meeting on Friday.
 - Submitted a TMF to RCAC and got registered on the UADA-RD funding website to complete an application for a \$30,000 grant to conduct environmental and Geotech reports on the property east of McArthur for a potential elevated tank.
 - Received another estimate for an elevated tank and foundation for \$950,000. This, and renovation of the McArthur well house, is within the funding range of the DDW grant application.
 - o System
 - Packway agreed to wait until the groundwater table subsided a bit before we start the Bridge St lift station renovation project. Estimate for rail and pump repair is ~\$5,000.
 - SCADA system now has the ability to turn on the well pump when the tank level is low and when the pressure is low, so the well will always start if hydrants are opened to increase and maintain fire flow.
 - Considering selling the excavator and purchasing a backhoe or attachment for the tractor to reduce cost and not require a Class A license and larger truck to pull the excavator trailer.
 - We read all the meters and are in the process of mapping them for future identification. The same will be done for all valves and hydrants this summer.
 - Hydrants were flushed and samples were collected. We need to raise the FRM sampling station, so it doesn't become submerged in the winter and spring.
 - The golf course bathroom meter does not have a decent valve, and the supply pipe is not on the map nor close to an existing supply pipe, so it is a mystery we must solve the hard way: by digging until we find where it's connected and running a new pipe from the pumphouse.
 - Various meters were replaced, and several lids and boxes repaired.
 - The quarterly wastewater reports were submitted. It is not known if the district will be cited for inaccurate reporting from 2018.
 - o Office
 - A new screen and three new computer towers were purchased, and we will be updating the OS of all computers this month.
 - We have started reviewing and cataloging all the old district plans to get an idea of what details we need to update on the plan set.
 - The Ford truck was repaired and tuned up, so it is more reliable.

Treasurer Report:

- o Accounts payable are all current.
- o Total operating revenue for March was approximately \$46,948.
- o Tax revenue was \$46.54, which was allocated to the sewer fund.
- o The operating reserve account has a balance of \$52,565 and the depreciation savings has a balance of \$50,203
- o Total revenue is over budget by about \$500.
 - Expenses are about \$3,000 over budget.

- Approve Financials:
 - Director Gooch 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, Ontano, DeWitt)

OLD BUSINESS:

- None

NEW BUSINESS:

- Resolution 2019-03 Series 1000 Policy Update
 - The Policies and Procedures committee updated the 1000 policy for approval
 - Director DeWitt made a motion to approve resolution 2019-03. Director Ontano seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Ontano, DeWitt)
- Resolution 2019-04 Fall River Lake Trail Mitigated Negative Declaration
 - Director Gooch made a motion to approve resolution 2019-03. Director DeWitt seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Ontano, DeWitt)
- Approval of Pay Schedules from 7/01/2012 to 6/30/2019
 - Director DeWitt made a motion to approve the Pay Schedules from 7/01/2012 to 06/30/2019. Director Ontano seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Ontano, DeWitt)
- Wage rate variation for new employee
 - The General Manager requested the Board’s permission to start a new employee above the lowest level of pay rate in the case a perspective employee has additional experience that warrants higher pay. The Board approved the request.

Regular Meeting adjourned at 6:55 pm

Closed Session for General Manager Review

- Results of closed session
 - Re-negotiated the GM contract with Stephen Rooklidge for an additional \$8,000/year, retroactive to April 1, 2019.
- **The next board meeting is 05/15/2019**

Respectfully Submitted,

Stephen Rooklidge, General Manager

Date

Jerry Monath, Chairman of the Board

Date