

REGULAR BOARD MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING

August 17, 2022

CALL TO ORDER:

Director DeWitt called the Regular Board Meeting to Order at 6:03 pm

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Hendrix, Kunkel / Colby

VISITORS: Sky Snyder

PUBLIC COMMENT: none

APPROVAL OF MINUTES:

- A motion was made by Director Kunkel to approve the Regular Meeting Minutes from **July 13, 2022**. Director Hendrix seconded, and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Kunkel)

APPROVAL OF EXPENSES:

- Director Kunkel made a motion to Approve and pay the invoices for the month of July. Director Colby seconded, and the motion was passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, Colby, Kunkel)

REPORTS:

a. Parks

- ❖ Two Rivers Park
 - Green Infrastructure Grant
 - The engineering and design for Two Rivers is being worked on by Nick Riddle at Mt. Shasta Engineering.
 - OGALS Per Capita Grant (*Nothing has changed since last month's report*)
 - Will start planning after Green Infrastructure Bid Docs are submitted
- ❖ Fall River Lake Trail
 - The grant has been completed and the trail is open to the public
 - Will be continuing with community engagement to encourage involvement with upkeep and monitoring.
- ❖ Fall River Lions Park
 - The District was awarded a \$6,500 grant from the Burney Regional Community Fund to purchase new playground mulch and picnic tables to go in the gazebo.
 - The playground mulch is being enjoyed by the community
 - The picnic tables have been ordered
 - The McConnell Fund granted the District \$37,000 for Playground equipment, new mower and ballpark improvements. Details at our website www.frvcsd.org
 - The new mower is in use by the Lions. I am told that it is working out great.
 - The musical symbols have arrived, and we are still waiting for the spring riders
 - Working on fitting the ballpark lighting into the remaining budget because of rising costs.
 - The Improvements paid for by the Burney/Fall River Rotary are being completed.
 - Painting of the bathrooms and signs to encourage people to keep them clean
 - New door and trim on concession stand

- Removed the cable blocking entrance to the park. Putting up signs to deter entry by vehicles
- New sign is being designed

b. The Financial Report

❖ Reports

- The end of fiscal year actual/budget report is included

❖ Revenue

- For July, the total revenue was almost \$85,000 which is more than \$5,000 over budget. This is due to the Outside/Container revenue from Turn-key Construction and the golf course, which was \$12,458 from the Glenburn intake. Turn-key has stopped irrigation, so a small final bill will be the last of this revenue stream. The golf course continues to get water for irrigation from the intake.

❖ Employee Expenses

- Employee expenses were almost \$49,000, which is about \$2,000 under budget for the month. There were three paydays in July.

❖ Operating Expenses

- The operating expenses were about \$17,000 which is \$12,000 under budget for the month. Notably, the power bill was over \$3,000 less than budgeted, because of less customer water usage than expected.

❖ Net Income

- Net income for the month was \$23,029, which includes the final reimbursement for the Fall River Lake Trail Grant in the amount of \$17,656. That amount only passes through to Lomakatsi.

❖ Accounts Payable

- There are invoices from Woodssong and Pace Engineering that are showing as past due. We just received the Woodssong invoices from work done before the end of the fiscal year.

c. Operations Report

- Inventory in the shop and within the district is progressing forward
- Backflow testing is continuing to be done and is currently about 2/3 complete
- SCADA back-up batteries at all our water stations have been tested and changed out if necessary
- The generators at the well and at LS #1 have been tested and checked
- The leak at the elementary school is currently on hold until we can get use of the vac trailer from Packway Materials, presently being repaired
- Operations crew is currently preparing for water treatment licenses, Joe is scheduled to sit for his license later next month
- Bill's WW OIT time is complete and will now take over for Mike Skelly (Burney Water Dist.) as the new WW CPO for the District Joe will now be able to start his OIT time
- Our water loss for the month is 8% (17gpm) This is a 0% decrease from last month of 15gpm
- Bacti samples for the month were negative

d. Manager's Report: *Following text copied from Manager's written report*

General Comments:

Continuing Education: Today Bill Rodeski, Joseph Huston, and I along with two men from Burney Water District attended an Electrical Training Class we hosted at our office. Class was conducted by Michael Busse, California Rural Water Association. This class will have several sessions spaced over the next few months. Staff will receive Continuing Education units for attending. In addition, Bill and Joseph are scheduled to attend a Confined Space

Entry (i.e. – Lift Stations/Manholes) class in Alturas later this month. We will continue to seek appropriate training for staff.

Bill and Joseph have been attending to safety needs with new signage and fire extinguisher recertification throughout the district.

Grants:

1. Airport Test Well Project @ Curve Street:

Well contract bidding goal of 9 August 2022 did not materialize. During our last Project Team zoom conference the need to use American steel in the well bid spec became an issue and exactly how it was to be defined is not presently available due to definition being changed by EPA. Also, a question came up whether our environmental filing as categorically exempt needs to be reviewed even though preliminary basic environmental indicated no issues. We will continue to resolve these issues as soon as possible to try to be drilling before winter. I have requested Don Burk, Enplan, to reach out to State as to if they have made an environmental decision or when it may happen.

2. Wastewater System Expansion (McArthur) Project:

Slight delay on Environmental field work prior to submittal of this portion of package to State. Environmental package should be fully complete with all comments addressed by the end of October at which time it can be submitted to State to complete construction grant application.

Bow Reilly our State Wastewater Construction Grant review person and I have been in communication. Her expected initial application review was to begin in July. She emailed to me it would be a “few months” until she started her review. By that time, our environmental package should have been completed and submitted.

3. Water System Improvement Project: On Track.

4. McArthur Well – “Well No. 1 Improvements”:

This Department of Water Resources Multi-Benefit Drought Relief Grant of \$785K is being facilitated by Sierra Institute. They package several of these grants for the Integrated Regional Water Management program of which we are a portion of the Upper Pit River region/area. In the future I will avoid using IRWM, Upper Pit IRWMP and just use DWR, Sierra, and/or Well No.1 Improvements when referring to this grant/project.

Sierra will include our portion in their overall grant “package.” I have provided them with Paul Reuter’s assistance the Tasks to be accomplished to complete the project which will be a portion of our agreement with DWR. I am waiting for an agreement to present to you.

We will be directly managing all the contracting, contract management, invoicing DWR and financing same. I will need to find bridge loan financing.

At present, we cannot hire PACE directly to do the design and construction management. I am communicating with Sierra (Zoe Watson) to find a path thru the maze to hire PACE.

Thus, I cannot give a timeline for this project.

The challenges continue to build infrastructure.

5. Backup Generator Funding Program:

RCAC has received a signed MOU from us which added a provision we would take ownership of generator provided by this grant which will be purchased by them. Although PACE has been selected as the engineer for the project, they have yet to consummate a contract with RCAC. I hopeful we will begin soon. Sarah Krohn is the lead person with RCAC for our project.

6. Technical Assistance – Pine Grove Mobile Home Park: No Change:

This project will be delayed as the State funding during this cycle is depleted. It may be a few months until new funds from bonds allow the project to continue.

Projects:

1. Solar/McArthur Backup Well:

With input from me CSD attorney, James Ciampa, has drafted two agreements which I have edited for Jim to finalize before presentation to Maher. One is a lease from Maher to Chico Electric for land to construct a solar array. The second is an Option/Purchase for land to drill a redundant well close to the existing McArthur Well of an area larger than and including the proposed solar array. Once I have a firm commitment from Maher as to price and terms, I will have Pace prepare written land descriptions for each which will be recorded as an attachment to the agreements. I am hopeful I can have an agreement in principle with Maher within two weeks immediately followed by recording.

2. Diamond Mapping: This last month 20% of meter box locations have been mapped.

3. Blueprints/Record Plans/Documents: Staff and I continue to work this effort.

4. Office/Shop Upgrades: Office printers have been upgraded with leased units. This decision was based on our need to purchase a failed replacement unit, our historical cost of ink and printer replacement. The leased units will reduce our cost per sheet with immediate tech support should we have operational issues. To date we have had no problems with these units.

5. Engineering Support: Various communication with Paul Reuter, PACE, regarding ongoing projects.

OLD BUSINESS: None

NEW BUSINESS:

- Consider Resignation of Jerry Monath-Board President

- A motion was made by Director Kunkel to accept the resignation of Chairman Monath. Director Colby seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

- Appoint a New Board President and Vice President

Directors discussed appointments

- A motion was made by Director Colby to appoint Director DeWitt as Board President and Director Kunkel as Vice President. Director Hendrix seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

- Appoint a New Signatory for the Bank and Accounts Payable

- A motion was made by Director DeWitt to appoint Director Kunkel as New Signatory for the Plumas Bank Accounts and Accounts Payable. Director Colby seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

- Consider Applications for Vacant Director Position.

Sky Snyder presented to the Board his application for the vacant Director position; tabled until next month

- Consider Loan for purchasing a Vac Trailer

- A motion was made by Director Hendrix to approve the application for a USDA Loan for a Vac Trailer. Director Kunkel seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

- Resolution 2022-08 District Secretary

- A motion was made by Director Kunkel to accept Cecil Ray as District Secretary. Director Hendrix seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

- Resolution 2022-09 District Treasurer

- A motion was made by Director Hendrix to accept Amber Beck as District Treasurer. Director Colby seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

- Resolution 2022-10 Solar Array Loan

- A motion was made by Director Colby to approve the application for a Solar Array Loan. Director Hendrix seconded, and the motion was passed with a vote of 4 ayes, (DeWitt, Hendrix, Colby, Kunkel)

Closed Session:

- Discuss lease agreement for parcel 018-450-019 between CSD negotiator Cecil Ray and Carl Maher, landowner. California Government Code sections 54956.8 and 54954.5

Board agreed to continue with negotiations

- Consider the Evaluation of Performance of the General Manager. California Government Code section 54957

Board expressed their confidence in the General Manager

Adjourned at 8:30 pm

Date of Approval: September 14, 2022



Board Secretary



Board President