

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
June 16, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:06 p.m.

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Colby, Monath, Gooch, Ontano

VISITORS: Via Zoom: -0- | In Person: Chris Knoch

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- Approval of Regular Meeting Minutes for 5/12/2021. Director Colby made a motion to approve the Minutes for 5/12/2021. Director Gooch seconded, and the motion was passed unanimously with a vote of 5 ayes (Gooch, Ontano, DeWitt, Colby, Monath)

COMMUNICATIONS: All three (3) trucks have Fire Department Radios, clear Comms for Ops from Lewis Rd to Water Towers; intermittent/static Comms to Base enroute from Lewis Road to Mayers, then OK. Zero Comms from Cassel Rd. Consider antenna on top of CSD building.

CONSENT AGENDA: None

Chairman's Report:

Needs List:

1. Find second truck, Chairman was tasked by GM Ray, WIP
2. Jack hammer & Compressor
3. Vac Trailer - tabled for now
4. Quick Silver Electric this month updating electrical for Fill Station at Fairgrounds
5. Geological Report on proposed McArthur Well #2 received from Bonnie Lampley verifies if water drawn is equal to what is normally taken out, will have no effect on the aquifer.

Parks & Recreation:

- Amber Beck
 - o **Two Rivers Park**
 - Green Infrastructure Grant**
 - The CEQA cost estimate was a bit higher than what was budgeted in the grant.
 - There are other outdated costs in the grant, mostly due to the rise in prices since COVID. I expressed my concerns about the budget discrepancies to the grant administrator and she has given us the opportunity to edit the cost estimate before the grant agreement is finalized.
 - I am working with Nick Riddle to modify the cost estimate to best suit where we are at this phase in the park's development. This will likely mean looking for other funding for the amphitheater.
 - o **Stewardship Council Enhancement Grant**
 - The Stewardship Council Board does not expect to have a decision on grant allocations until late 2021

Decomposed Granite Surface

- Still attempting to resolve this issue with PG&E.
- Paving of this section of the trail may be an item that will be added to the Green Infrastructure Grant, in hopes that a lease or easement is awarded to the District in the next two years.

○ **Fall River Lake Trail**

- Lomakatsi is planning to start the trail construction very soon, and have it completed by January.
 - The easement agreement has been drawn up and needs to be signed.

Treasurer Report:

– Amber Beck

- Revenue for May was \$59,000 which is about \$2,000 over Budget for the month
- Employee expenses are about \$800 over Budget, at about \$31,000
- The operating expenses are about \$12,000 which is about \$5,000 under Budget for the month
- The financial statements are not showing the Frontier telephone bill, but it is added into this total
- Net Income for May was about \$7,500
- Year to date net income is \$154,000
- Accounts payable are up to date
- Approval of Financials:
- Director Gooch made a motion to Approve the invoices to be paid for the month of June. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Ontano, DeWitt, Colby, Monath)

Operations Report:

– Bill Rodeski

- The leak located at the top of Bridge St. has been repaired
- Joseph and I have been researching leak detection equipment
- Amy completed her meter reading boot camp. She is fully capable of helping either Joseph or myself read meters
- Mark Hardison with the CRWA completed his leak detection survey. No leaks were found
- The lovejoy coupler on the #2 pump at booster station failed. Joseph replaced the coupler and Amber has ordered us some back-ups
- Water samples for well # 2 have been taken to Basic Labs for analysis
- JOSEPH AND I BOTH PASSED OUR WASTEWATER 1 STATE TEST
- Water loss for the month is at 1.7 MG which is a 15% decrease from last months' 37%.
Note: the National goal for water loss is 10%
- Bacti samples for the month were negative
- Approx. 70-75 analog meters that need to be changed out

Manager's Report:

– Cecil Ray

Grants:

- **Airport Test Well Project:** No Change in Status: Randy Marx, Project Administrator, is in the process of finalizing vendor contract Budgets and seeking funding approval prior to awarding contracts. At present, timeline for awarding this contract remains unknown.
- **McArthur Well Tank Project:** We continue our amicable negotiations for the land purchase. We have received a copy of land appraisal funded by the McArthur's. The cover email with this document indicated a willingness to sell excluding drilling any well. I continue to remain hopeful we will ultimately reach an agreement.
- **McArthur Wastewater Project:** Continue to communicate with State Funding staff to keep this project on track.

Projects:

- **District Office:** Received estimates to begin repair trim and replace windows in building to prevent further water damage behind stucco.
- **McArthur Bulk Water Fill Station:** No Change. Mark Thomas, Quicksilver Electric has been tasked to upgrade the electrical for this project from 1 phase to 3 phase power with District owned material. Schedule during the month of June.
- **Pit River Bridge Replacement:** No Change. I have received no communication as to when this project is scheduled commence. However, possibly in 2022.
- **Leak Detection:** CRWA Leak Detection 1 ½ day survey was completed. No major leaks found. Awaiting written report.
- **Solar:** I have been exploring the possibility of a Solar Project to cover all the District's needs, possible locations, costs, and financing options. This will not be an immediate event.
- **McArthur Well Boost Pump and Tank Project:** The State has indicated thru third parties this project may still be fundable and issues involved in reviving such an effort are being explored.

Engineering Support:

- **Engineering Services Agreement:** McArthur Well Pump Renewal plans and specs in progress; delayed due to pump vendor response to engineer.
- **McArthur Property Tank Project:** Work on this project has ceased until we have a sales agreement in place.

Operations and Staff:

- Bill and Joe successfully passed their **Wastewater Treatment Operator Certification.** We will need to begin process to get them started thru the OIT process.
- **Lift Station #1:** Operating without issues. New spare Flygt pump ordered and should arrive early September from Sweden.
- **Water Leaks:** Repaired by Staff using banding repair clamps: 1) 10" Steel Main on Bridge St. in front of Randy Scholl property (2" long split); 2) 8" Steel main Curve St. at Burney/ 3rd Street intersection in from of Elem School (3/8+" side hole).
- **Parks:** Reference Parks Manager Report.

OLD BUSINESS:

- **Leak Detection**
 - Employee Bill Rodeski presented different options for leak detection.
 - The Operators used a couple different types while the District had leak detection performed.
 - The best option is the midgrade system

- Director Colby made a motion to approve Leak Detection Equipment for \$5,380. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Ontano, DeWitt, Colby, Monath)
- **Communications** Consider communications antenna for roof of District building.
 - pending further discussion with contact in fire department, Tulelake.

NEW BUSINESS:

- **Agreement w/ PACE Eng**
 - GM Ray has been in discussion with Pace Engineering to be the new District Engineers.
 - Director Colby made a motion to approve the new agreement with PACE Engineering. Director DeWitt seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Ontano, DeWitt, Colby, Monath)
- **Policy Revisions**
 - The Policies and Procedures committee reviewed and edited policies during their meeting.
 - These policies needed updating to be clear for employees and board members.
 - **2290.4** Director Colby made a motion to approve the Policy Title **Disciplinary Action** as Amended June 16, 2021. Director DeWitt seconded, and the motion was passed unanimously with a vote of 5 Ayes. (Gooch, DeWitt, Colby, Monath).
 - **2260.2.1** Director Ontano made a motion to approve the Policy Title **CSD Property Usage** as Amended June 16, 2021. Director Colby seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Ontano, DeWitt, Colby, Monath)
 - Director Colby suggested the need to add confidentiality clauses to the Revision and should be discussed next meeting.
- **New Employee Coverage: Vision, Dental & Life**
 - Currently the District has Vision, Dental and Life through three separate companies.
 - The dental is not great, and not accepted at some local Dentists.
 - The Vision through JPIA would be the exact same plan and coverage
 - The Dental would be through Delta, with better coverage and more dentists
 - The Life would be \$50,000 instead of \$25,000, but at a lower cost
 - The new coverage would take effect on August 1, 2021.
 - All together the coverage through JPIA would save the District \$528.96
 - Director DeWitt made a motion to approve the Policy Title **CSD Property Usage** as Amended June 16, 2021. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Ontano, DeWitt, Colby, Monath)).

Regular Meeting adjourned at 7:15 pm

- **The next board meeting is 7/14/2021**

Respectfully Submitted,

Board Chairman

General Manager