

**MINUTES**  
**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT**  
**REGULAR BOARD MEETING**  
**May 15, 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, Colby

Directors Absent: none

**VISITORS:** Bill Johnson

**PUBLIC COMMENT:**

- None

**APPROVAL OF MINUTES:**

- Approval of Regular Meeting Minutes for 04/17/2019
  - o Director Ontano made a motion to approve minutes from 04/17/2019 as written. Director Colby seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, DeWitt, Colby)

**COMMUNICATIONS:** None

**CONSENT AGENDA:** None

**Chairman Report:**

- Chairman Monath
  - o Bridge St. lift station was worked on yesterday
  - o We will be reviewing the budget tonight. There will be things that we need to spend money on this coming year.
    - Generator is very important as PG&E has said that they will be shutting of power during high wind events.
    - Roof for the office/shop
    - We need to get phones that perform well during conference calls
    - Basically, we need to spend money to protect the customers and deal with whatever may come up.

**Operations Report/Managers Report:**

- Stephen Rooklidge, GM
  - o Jesse Lawson is here from the CRWA to complete an operations plan.
    - Creating a spreadsheet for daily, weekly and monthly tasks
    - This is something that the Division of Drinking Water has been asking for
  - o Grants
    - Completed a draft application for the USDA to pay for the Geotech and environmental reports for the proposed location for the elevated tank and booster station.
      - \$30,000 grant
      - The DDW has requested low pressure data to support them writing a letter to the USDA that will help the CSD get a 75/25% grant/loan.
      - This is only if the state does not fund the project with the inactive application
    - Submitted the Airport tank and booster station grant application to the IRWM for \$1.4M

- The draft grant proposal for \$490K to drill 4 test wells has been reviewed by State DFA.
  - They wanted us to revise from 4 to 3 wells, which will be completed by the end of the week.
  - This looks very positive
- System
  - Joseph Huston was hired as an Operator.
    - He and Bill Rodeski are being trained in water/wastewater operations.
    - Bill Rodeski will take the water operator exam in September
    - They are both eager to learn and doing well
  - Packway and Quicksilver electric assisted in replacing the lift station pump at Bridge St.
    - The rails had fallen apart and were repaired
    - One pump was replaced, and Mark with Quicksilver took the other to be rewound.
      - May pull the Napa pump to be rewound also
    - Purchased overalls and safety equipment for these types of jobs
      - Director Colby suggested we investigate getting a washer and dryer to clean any clothing items that may come into contact with sewage.
  - SCADA system is working flawlessly
    - The well pump is producing 200,000 gallons per day
  - Moving toward purchase of used electrical generator that can power the well and lift stations.
    - Bridge St. and Napa lift stations have a generator, but it needs a maintenance check.
  - All meters were read in April and are in the process of mapping them.
  - Hydrants were flushed and samples collected.
    - A new sampling station for Fall River Mills will be installed this month.
  - Sink and hose bibs were repaired at Bridge Street.
- Office
  - Three new computers were purchased, and all systems upgraded to Windows 10.
  - Spoke with fire chiefs of each district and the county about hydrant locks.
    - 60 Master locks were purchased and will begin installation the last week of May, after the McArthur fire board meeting.
  - Two bulk water contracts have been paid, via the new fee system.

## **Parks & Rec:**

- Bill Johnson
  - The Community Park
    - Progress is being made toward the acquisition of the Stoltenberg property.
      - The contact has been signed by the District and Stoltenberg's
      - OGALS will advance the entire purchase price of \$75K
      - The District will pay approximately \$1600 in closing costs, which is customary
    - Still waiting on the third-party use agreement from PG&E
    - The existing building on the park property appears to be solid and useful.
      - It consists of one large room and a bathroom, which may be ADA compliant
    - The District will lose approximately .4 acres when the new bridge is constructed over the Pit River.
      - Should be able to gain some of the land back by way of the county's abandonment of Main St.
      - There will be no parking at the main park and will have to park on the East side of the street until the use agreement is settled.
  - The Trail Project
    - This project is in a holding pattern until the third-party use agreement with PG&E is

obtained.

- Some work such as Oak woodland restoration can begin without this agreement.

#### **Treasurer Report:**

- Accounts payable are all current.
- Total operating revenue for April was approximately \$46,898.
- Tax revenue was \$55, which was allocated to the sewer fund.
- The operating reserve account has a balance of \$55,073 and the depreciation savings has a balance of \$52,709
- Total revenue is under budget by about \$3,300.
  - Expenses are about \$4,000 over budget, mostly due to an ACWA bill for dues and purchase of inventory for the water system
- Approve Financials:
  - Director Ontano made a motion to approve the invoices for payment. Director DeWitt seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, DeWitt, Colby)

#### **OLD BUSINESS:**

- None

#### **NEW BUSINESS:**

- Appoint District negotiators for property purchase of the proposed elevated water tank location in McArthur.
  - The District would like to purchase a small parcel between the McArthur mobile home park and the Carpenters property, owned by Kathryn Howard.
    - The Howards are ok with The District conducting environmental tests at the site before purchasing.
  - Chairman Monath volunteered to be a negotiator along with GM Rooklidge.
    - Director DeWitt made a motion to appoint Chairman Monath and GM Rooklidge as the negotiators for the property purchase for the proposed elevated water tank location in McArthur. Director Gooch seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, DeWitt, Colby)
- Re-appoint Committee Members
  - After attending a County training meeting last week, Chairman Monath learned that standing committees with two board members and any other member of the staff or community, may need an agenda.
    - Director Ontano does not think this is true, and has gone through training on the Brown Act, as well as serving on Boards for many years.
    - Director DeWitt found several sources including calcities.org that support the opinion of Director Ontano.
    - The Board does not feel that the committee members need to be altered and feel the Brown Act is being followed.
- Consider purchase of a generator up to \$25,000
  - GM Rooklidge has contacted someone who sells used generators on a regular basis. He would like the approval of the board to purchase a generator up to \$25K when one comes available.
    - Director Gooch made a motion to allow the General Manager to purchase a generator up to \$25,000. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Ontano, DeWitt, Colby)
- Review Budget for 2019/2020
  - The budget for 2019/2020 was reviewed by the board.
  - Chairman Monath wants to change the amount of Mileage expense to \$2400 for the year.

- GM Rooklidge suggested that \$2000 be added to the fuel expense to cover the use of a diesel generator.

**Regular Meeting adjourned at 8:08 pm**

- **The next board meeting is 06/12/2019**

Respectfully Submitted,

\_\_\_\_\_  
Stephen Rooklidge, General Manager

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Date

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Jerry Monath, Chairman of the Board

\_\_\_\_\_  
Date