

**MINUTES**  
**FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT**  
**REGULAR BOARD MEETING**  
**March 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, Ontano

Directors Absent:

**VISITORS:** Diana Rogers, Bill Johnson

**PUBLIC COMMENT:**

- None

**APPROVAL OF MINUTES:**

- Approval of Special Meeting Minutes for 02/20/2019
  - o Director Gooch made a motion to approve minutes from 02/20/2019 as written. Director Colby seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Colby, DeWitt, Ontano)
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- Approval of Regular Meeting Minutes for 02/13/19
  - o Director Colby made a motion to approve minutes from 02/13/19 as written. Director DeWitt seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Colby, DeWitt, Ontano)

**COMMUNICATIONS:** None

**CONSENT AGENDA:** None

**Chairman Report:**

- Chairman Monath has no report this month

**Operations Report is included in the Managers Report below**

**Parks & Rec:**

- Bill Johnson
  - o The Community Park
    - Escrow has opened on the Stoltenberg property for the Community Park.
      - An acquisition advance has been submitted to OGALS to cover up to 80% Of escrow cost.
        - o Need to get an AG rated appraiser to look at the previous AG rated appraisal before the request moves forward.
    - Project officer for OGALS, Lydia Willett, visited the site and met with GM Rooklidge, Director Gooch and Bill Johnson on February 21<sup>st</sup>. The meeting went well.
      - An application for a third-party use agreement has been submitted to PG&E.
        - o Unfortunately, all applications are on hold until a judge rules on their bankruptcy proceedings.

- The Trail Project
  - Springs Rivers has submitted a mitigated negative declaration for the project.
    - A notice has been posted and copies are available for review by the public for 30 days.
  - This project also requires a third-party use agreement, which has been submitted.

**Manager Report:**

- Stephen Rooklidge
  - Grants
    - The Intermountain Fair has not been in contact about joining in on the grant proposal and is continuing on with their request for \$2M from IRWM.
    - Sent IRWM a request to switch from the lift station project to a tank/well project.
      - Have not heard back as of yet
      - This type of project has a better chance of getting funded because of the State goals.
    - The CSD test well grant liaison from Sac State submitted a workplan to raise the \$77k grant to \$496k.
      - Still under state review.
      - Division of financial assistance may push payments on grants another 6 months.
      - May ask the State for another 6 months extension on the grant.
        - Instead of having to get a bridge loan to pay for work that Sergio does, the District can hold off on the work.
    - Sergio Guillen will conduct a wastewater rate study for the amount available in the grant.
      - May have to get a bridge loan to pay the \$13,000 to Sergio until we get reimbursed.
    - The State agreed to put the existing McArthur water system grant on inactive status until we submit a new elevated tank design.
      - Will not have to submit a new grant.
      - Should be able to get a USDA search grant to help with some of the costs
      - USDA also gives out grant loans, which we may be able to get the State to pay back.
      - The only way to get a bridge loan is to say that we will apply for a grant loan from the USDA.
    - Sent a lift station Tech Memo to the IRWM and RCAC at their request.
      - Prefer not to work with RCAC and just switch to a different project.
  - System
    - Bridge Street lift station
      - Packway submitted a \$3,000 estimate to pull the pumps, replace one with our rebuilt pump and replace both pump rails.
      - On hold until the groundwater subsides.
    - The work on the Napa lift station pump is also postponed for dryer weather.
  - Office
    - Dismissed the Lead Operator, Larry Fowler from his position.
      - Advertising in local papers and Craigslist.
    - Temporary Equipment Operator, Bill Rodeski, will be hired as full-time permanent beginning April 1<sup>st</sup>.
      - Conducting operator training with Bill. He is doing a great job.
      - Packway has offered help with training of employees
    - GM Rooklidge takes the Distribution Operator exam on March 16<sup>th</sup>.
      - The District has contracted with Paul Rose to be the Water operator for The District until GM Rooklidge is certified.

**Treasurer Report:**

- Amber Beck
  - o Accounts payable are all current.
  - o Total operating revenue for February was approximately \$41,000.
  - o Tax revenue was \$28.30, which was allocated to the sewer fund.
  - o The operating reserve account has a balance of \$50,059 and the depreciation savings has a balance of \$47,696
  - o Total revenue is under budget by about \$5,000.
    - Meter reading were estimated in February, so the difference will likely be made up in March.
  - o Expenses are about \$2,000 over budget.
    - Mostly due to the extra payroll expense of letting Larry Fowler go.
  - o 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, Colby, DeWitt, Ontano)

**OLD BUSINESS:**

- Resolution 2019-02 Vacation Policy Revision
  - o Revise the vacation policy number 2020
    - Chairman Monath made a motion to approve Resolution 2019-02, revising the Vacation Policy. Director Gooch seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, Monath, Colby, DeWitt, Ontano)

**NEW BUSINESS:**

- Hiring
  - o Moving Bill Rodeski into the permanent position of Utility Operator.
  - o Advertised for an Operator and Lead Operator
    - Would like to find an experienced Operator
    - May have to bring Packway in for equipment training if we cannot find someone with experience.

**The next board meeting is 04/17/2019**

Respectfully Submitted,

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jerry Monath, Chairman of the Board

\_\_\_\_\_  
Date