

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
April 25, 2018 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, Colby, Gooch. Ontano

VISITORS: Tyler Dewitt, Sergio Guillen

PUBLIC COMMENT: None

APPROVAL OF MINUTES:

- Approval of Regular Meeting Minutes for 03/14/18 and Special Meeting Minutes for 3/28/18
 - o Director Gooch made a motion to approve minutes. Director Colby seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Colby, Ontano)

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairmans Report:

- Chairman Monath
 - o Had the inside of tank #2 coated.
 - o The water tanks are holding up well.
 - o Have advertised for the GM and Seasonal/Temp Helper.
 - o Still looking for a truck, but Larry has had a busy few weeks and he is the one who is communicating with dealers at this point.

Operations Report:

- Larry Fowler
 - o The results of the coliform testing for the month of March and April came back clear.
 - o On March 26th there was a power failure and the backup generator failed to come on at the Bridge St. lift station.
 - o It resulted in a sewer spill of less than 50 gallons.
 - o The spill was reported to the appropriate state agencies and cleaned according to regulations.
 - o Power was restored quickly, and the generator has been fixed, with the assistance of Quicksilver Electric.
 - o Repairs had to be made on both lift station pumps.
 - o The impeller housing was broken on pump # 2 and had to be repaired.
 - o A piece of metal was found in pump #1 and removed.
 - o Both pumps are functioning properly. Locating parts to insure a functioning backup pump.
 - o The fire hydrant on the corner of Main and Walnut St. in McArthur has been replaced, but the job was not without problems.
 - o The pipe used in that area is Transite, which is not used anymore, and nearly

impossible to find replacement parts for. The pipe is very susceptible to leakage (comping apart at the connections), when it is being worked on or around.

- A leak was reported, and the water had to be shutoff for 12-14 hours while a temporary block was placed. The water was turned back on for the night.
- The next day the block came apart around 11 AM and the water was shut off again. Working through the day and much of the night, the repair was completed.
- Because of the clay like soil in the area, it needs to be completely dried out before the equipment can be used to cleanup the area around the hydrant. There are cones around it for the time being.
- Director Colby expressed concern about future leaks in McArthur, and the viability of the Transite pipe.
 - Larry Fowler assured him that this is good pipe, but it is just hard to repair when a leak is encountered. The pipe should be fine if it is not disturbed, and if it is, we can deal with it on a as needed basis.
 - This water pipe is not included in the Water Master Plan because it is much newer than the infrastructure in Fall River Mills.
- The recoating and cleaning of Tank #2 is complete, and the storage tank is back in service.
 - Bryan Hutchinson assisted in the process of chlorination of the tank, which is required by law.
 - There will be a residual smell for a while. The chlorine itself will help clean the city pipes along with those of the customers. There have been no major complaints about the odor or taste.
- Several leaks have been found by using the leak detection equipment that is on loan from the department of water resources. Only a small area in Fall River has been tested so far.
- Working on a schedule for the projects that are anticipated to start the first week of May and hope to begin repairing leaks that have been located.

Parks & Rec:

- Sky Snyder
 - GM Johnson has some detail about the community park in the managers' report.
 - Lomakatsi will likely be at next month's board meeting to talk about the trail.
 - PG&E has approved the trail.
 - They will maintain the land, and the trail has the right to go through.
 - The trail will not go all the way around the lake. This is the first 1/3 and will go from the elementary school to the lake.
 - Lomakatsi did a presentation to the rotary club which will likely result in a grant for the project.
 - Likely to fund one worker.

Manager Report:

- Bill Johnson
 - The conductor upgrade at Well #1 will finally begin the week of April 30th. This will tie in to the new transformer scheduled for May 10th.
 - GM Johnson decided that state assistance for the water system consolidation with Pine Grove Mobile Home Park was not warranted. The cost to the state would have been extremely high. It is best to do it on our own, and we will gain a customer.
 - The Community Park transaction agreement has been agreed to by the District, the

Shasta Land Trust, the Stewardship Council and PG&E.

- It is now in the hands of the California Public Utilities Commission. Their approval should take a couple months.
 - Escrow will begin after this.
- The application for the boundary line adjustment at well #1 has been submitted and it should be finished up soon.
- The difficulty with the revenue projections for the 2017/2018 budget is attributed to using an incorrect number of water customers.
 - Fortunately, the rate increases have performed exactly as expected.
 - Will use a more accurate customer count for the upcoming budget. Based on customers billed and not the number of meters in the system.
 - The expected addition of two large customers (Pine Grover MHP and Mountain Valleys) will not be added into the budget. The budget can be adjusted accordingly when they come online.
- Amber is preparing excellent financial reports, and GM Johnson doesn't feel the need to expand on them.
 - Note that the district continues to build the operating reserve and we are keeping the payables current.
- Water loss for March came to 15.5%. In 2017 it was 31%, while 2016 was 39%.

Treasurer Reports:

- Bill Johnson
 - No formal treasurers report as GM Johnson concentrates on preparing the budget for the 2018/2019 fiscal year.
 - Approve Financials:
 - Director Colby made a motion to approve the invoices for payment. Director Ontano seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Colby, Ontano)

OLD BUSINESS: None

NEW BUSINESS:

- Discussion of Parks budget and programs:
 - Do the parks need \$8,000 every year put into their account from the tax revenue?
 - The balance is approximately \$11,500
 - \$8,000 may be a high number, and considering the balance, they may not need so much in the coming budget.
 - There is a question if the money is just sitting there, what happens to it after the year is over?
 - Does GM Johnson have the authority to absorb the amount into the water/sewer accounts?
 - There is a separate bank account at Plumas bank for the Parks.
 - No one is quite clear if that money can be allocated elsewhere if not used.
 - The issue needs to be investigated further to determine how much the parks budget needs to be for the 2018/2019 year.

- Table until next month
 - Director Ontano made a motion table this discussion until next month. Director Colby seconded the motion and it was passed unanimously by 4 ayes. (Gooch, Monath, Colby, Ontano)
- Discuss changes in employee benefits package:
 - The insurance deductible was increased to around \$1500 when the district was buried in debt. Now that the district is in better shape, Chairman Monath would like to propose better insurance coverage for the employees. The current policy can not be changed until open enrollment. Plans can be added onto to make them better.
 - Coverage for Life, Dental and Vision can be added to existing plan.
 - Dental and vision are not great, so they are not being added.
 - Life insurance in the amount of \$30,000 at a cost of about \$16 for the current employees eligible is agreed upon.
 - Director Colby made a motion to approve \$30,000 in life insurance coverage to be added to the employee benefit package. Director Ontano seconded, and the motion was passed unanimously with a vote of 4 ayes. (Gooch, Monath, Colby, Ontano)
- Presentation from Sky Snyder regarding arc gis:
 - Arc gis is a cloud-based mapping system that can be used to map the water and sewer system.
 - The institutional knowledge is held by the employees and the existing maps of the system, which are very old.
 - The maps are not completely accurate, and sometimes hard to read.
 - Some of the roads have changed.
 - Sky stated an example of the hydrant with the transite pipe they had repaired. The map did not indicate that there were two different sizes of pipe used.
 - The cost of the program is \$1500 and then \$100 per month. The district would also require an updated computer with the ability to run the program.
 - Someone would have to spend time entering the information into the system.
 - Information could be added and updated as needed after that.
 - Chairman Monath asked if the district would need someone to work on this full time.
 - Sky Snyder says that the work could probably be outsourced, by giving the information to someone who knows the program and can enter it. Another option is an employee trained to input the data (once a week) and operators recording the information in the field as needed.
 - Sergio Guillen of Forsgren and Associates says that this program is used by about 90% of their clients and is standard software that will pay off in the long run.
 - The board would like Sky Snyder to put together a price estimate (software, hardware, labor involved) so the expense can possibly be added to the budget. Recommendation from GM Johnson on what plan to go with.
- First reading of the 2019/2019 budget
 - No discussion of this item.

Meeting adjourned at 7:50 pm

- **The next board meeting is 05/16/18**

Respectfully Submitted,

Bill Johnson, General Manager

Date

Jerry Monath, Chairman of the Board

Date