

MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
November 24, 2021

CALL TO ORDER:

Chairman Monath called the meeting to order at 6:00 p.m.

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Hendrix, Monath | Gooch via phone

VISITORS: none

PUBLIC COMMENT: none

APPROVAL OF MINUTES:

- *Approval of Regular Meeting Minutes from 10/13/21: Director DeWitt made a request to add Mary's last name, Mike, to the Minutes. A motion was made by Chairman Monath to Approve the Minutes as amended, Director DeWitt seconded and the motion passed unanimously with a vote of 3 ayes (DeWitt, Hendrix, Monath)*

COMMUNICATIONS: None

CONSENT AGENDA: None

Chairman's Report:

- Power outage last week caused spike on CPU which fried our Scada system and we didn't have it on surge protector. Currently have temporary card in use until ours is repaired or replaced. Need to find better way to protect Scada until we can replace the entire system which could be several years down the road. Cecil working w/electrician for options
- Leak across from Elementary school, it is sealed off now; just need to backfill
 - Comment from Chairman Monath: took a quick look at temporary cover of hole-- two steel plates covering part of hole, and two broken pallets covering remaining opening. Potential life-threatening hazard for curious kids. Need to be more mindful toward safety and use all steel plates to adequately close off hole
- ❖ **GM Ray Reminder: NEED TO DOCUMENT REPAIR!!**
- Vac trailer is still under research and discussion
- Veteran's Day- Re: Employees' decision to work on Veteran's Day to permit a 3-day weekend is not up to employees to change when a holiday is observed. If anyone wants to alter the way current holiday policies are set up the changes need approval by the Board
- Still searching for a tank site for McArthur, there is a potential piece of property but there are some complications, continued Work in Progress

Parks & Recreation:

– Amber Beck

❖ Two Rivers Park

○ Green Infrastructure Grant

- Waiting on reimbursement for our first request for funds in the amount of \$13,385.00. The request was delayed because of a mistake made on the dates of our contract, which have been resolved.
- The second request for reimbursement will be going out in November, after receiving an invoice from Enplan. Before the November Enplan invoice, the expenses to be reimbursed total \$17,536.25.
 - The CEQA has been completed and will be passing the resolution to accept the Mitigated Negative Declaration at this meeting.
- The Shasta Land Trust came to do their annual inspection on October 13th. It went very well, and they were helpful in deciding where the best location will be for the road and parking area on the West side of the park (being funded with this grant). A map of the proposed location is available on our website.
 - Arranging a visit to the park with Ginger and Mary from the Ajumawi Band, Josiah from Issi Wah and Nick Riddle.
- Nick Riddle and Amber had a consult with Ginger and Mary from the Pit River Tribe/ Ajumawi Representatives.
 - They are very supportive of the park project.
 - Amber and Mary are going to walk the area to determine the best placement of the trail. It is the hope that trail design and construction can be done by The Tribe
 - The District will work with Ginger and Mary to support the protection of the culturally sensitive areas within the park.
 - The Tribe has access to recourses that may be used within the grant, such as native plantings. The District will coordinate with them on these projects.

❖ Fall River Lake Trail

- Lomakatsi, the Ajumawi Band representatives, and Issi Wah Eco Restoration have made great progress on the trail!

Treasurer Report:

– Amber Beck

❖ **Revenue**

- For October, the total Revenue was about \$85,900 which is almost \$27,600 over budget for the month.
 - Outside container revenue was \$23,000. This is revenue from the golf course, Turn-Key Construction (doing a cleanup project at the old trap club), and the Forest Service/Dixie Fire Camp.
 - A portion of the bulk water revenue offsets the PG&E bill
 - You will notice a balance miscellaneous revenue. These are deposits from the Hospital and Pape construction jobs, which are being evaluated by Pace.
- Tax revenue was \$2,134

❖ **Employee Expenses**

- Employee expenses were about \$31,000. which is about \$2,000 under budget for the month.

❖ **Operating Expenses**

- The operating expenses were about \$24,000 which is about \$21,000 under budget for the month.
 - There were some expenses that will be invoiced next month instead of in November, which is why the expenses are so far under budget.
 - The Auditors and Annual Dues and Subscriptions.
 - Next month expenses may be over budget for the month because of this.
- Net income for this year is \$128,395

Approval of Financials:

- Director Hendrix made a motion to Approve the invoices to be paid for the month of November. Chairman Monath seconded, and the motion was passed unanimously with a vote of 3 ayes. (DeWitt, Hendrix, Monath)

Operations Report:

❖ **System**

- The leak located along the Main St bridge has been addressed. We were able to isolate the leak by closing the water valve that supplies water to the leaking pipe. Service to Sloan property was maintained by inserting a jumper water line between his property and property located next door
- We are continuing to monitor the FOG issue with the napa lift station and are currently treating with degreaser. We have recently contacted the local restaurant owners in an effort to correct this issue
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- We did an office rearrange this month in order to prepare for the future relocation of the "server" computers
- 6 analog meters have been changed out to digital. That includes five 3/4" meters and one 1 1/2" meter located at the Millz Manor Motel
- This month we had 12 locate and mark tickets for various business doing work in the area
- We located and repaired a leak at the corner of 6th and Curve St. We are currently waiting for the soil saturation to dry up before back filling the area and completing the repair
- Water loss for the month has dropped from 2.04 MG in Sept to 0.84 MG in Oct. That's a difference of 27 GPM
- Bacti samples for the month were negative

❖ Summary

- Operations has made water loss a top priority and has made great strides in getting our water loss under control. In Dec of 2020 the CSD was losing 80 gpm. Today our water loss is at 19 gpm
- With cooler weather upon us we are concentrating on getting all our equipment tested and relocated to climate-controlled facilities
- Meter upgrades and maintenance is still a focal point of operations

Manager's Report:

- Cecil Ray

General Comments:

- Normally this meeting would have been held 11.17.21 but was postponed due to PGE power outage
- Power Outages: **Unplanned outage Wednesday 17 November** resulted in a loss of power 1600-1800+/- . As a result of this SCADA electronic hardware was damaged. Water pumping was on "hand" control until Saturday morning 20 November when loaner equipment was installed and "auto" operation restored.

PGE had a planned outage for McArthur area 2200 18 November – 0700 19 November for which we had a plan in place. At approx.. 2200 18 November power outage occurred in FRM. Uninformed of such along with the rest of the community on-call staff had to respond to Lift Station #2 alarms at 2330. Working thru the night with our portable generator, systems were maintained and power was finally restored at 1400 +/- 19 November. **Thus, it became a 16-hour Unplanned Power Outage for FRM.**

Grants:

1. Airport Test Well Project:

On 23 November a Zoom call with some Project participants was held to discuss project status. Today Kip Lybarger, Project Consulting Engineer, sent me his final revisions to the two potential test well sites. Mey Bunte, State Dept of Drinking Water, has given tentative approval of sites contingent upon our meeting doable setbacks from sewer lines, etc. I will be forward revised plots to Mey for review. Upon her acceptance and approval by funding parties we will move to obtain legal temporary access to property(s), file required CEQA notices, and begin prep of drill plan. Our goal is to be drilling in March 2022.

2. McArthur Wastewater Project:

Following your decision last month to proceed with a Construction Application for this project I proceeded per your authorization to task Pace Engineering to execute an application. Staff has transmitted to Pace all supporting documentation they have requested, and we continue to seek additional support information regarding the schools in McArthur and to our need to connect the Inter-Mountain Fairgrounds facilities, less their RV Park.

3. Water Improvement Project:

Again, as above with your authorization last month I have task Pace Engineer to prepare a State Planning Grant application for a large water infrastructure improvement project. Supporting documentation provided as mentioned above will be utilized in this application.

Projects:

1. **Solar/McArthur Backup Well:** I have been in communication with Rick Maher owner of land on three sides of the existing McArthur Well #1. He continues to be willing to work with us on potential

land purchase. My vision for this additional property is to install solar array for district-wide net metering, drill a backup well, add permanent backup generator, include present buried infrastructure that is encroaching on Maher, and nest all next to a solar array Mr. Maher wants to install.

2. **McArthur Well Pump Replacement:** No Change: McArthur Well Pump Renewal 70% plans and specs from Waterworks, Joe Reiss, have been received. Moving forward this spec package could be combined with other short term (under 5 year) district water needs assembled into a package by PACE. Funding source yet to be determined.
3. **Diamond Mapping:** Continuing
4. **Blueprints/Record Plans/Documents:** Continuing: Another batch has been scanned/filed since last month. Amy has been locating, organizing, and assembling our printed plans (Record (As Built), Draft, Misc.) collection. These plans have been scanned to digital format (10%), scanned hard copies have been horizontally filed, electronic scans have been organized in public storage drive, and an Excel spreadsheet established to document locations, and status of digitizing goals. This is an on-going project that will take months.

Engineering Support:

1. On 20 September 2021 Pace Electrical Engineer, Tony Bowser and Ryan Michaels, Bullert Industrial Electric, surveyed our existing electrical motor control centers at the Lift Stations and McArthur Well as to existing condition, what immediate corrections need attention, and what can be upgraded in wastewater and water future improvement projects.

On 20 October 2021 I received an email report from Tony as to observations and corrective actions needed. The list is extensive. Corrections will commence as district funding permits utilizing staff and contractors.

2. Pace is managing inspection/documentation of water distribution system improvements by Pape (Airport Drive) and Mayers Memorial Hospital (Hwy 299). Pace charges will receive payment by these customers.

Operations and Staff:

1. **Lift Station #1:** Operating without interruption. I have a tentative schedule to begin some electricals corrections with Bullert Industrial early December 2021.
2. **Water Leaks:** Leak at East side of Pit River Bridge in abutment has been secured by closing valve at intersection Bridge and Main Street isolating waterline across bridge. Fire Chief is aware Fire Hydrant on East side in out-of-service.
3. **RCAC Grant:** District applied for back-up generator and GM Ray will ask for up to 3, maybe 4-- NOT portable; there is additional section for infrastructure
4. **Parks:** Reference Parks Mgr Report

OLD BUSINESS: - None

NEW BUSINESS:

- Consider Resolution 2021.03 – Mitigated Negative Declaration for the Construction and Improvement of the Two Rivers Park Project (D) (A) (I)
 - *Director DeWitt made a motion to approve Mitigated Negative Declaration for the Construction and Improvement of the Two Rivers Park Project, Resolution 2021.03. Director Hendrix seconded, and the motion was passed unanimously with a vote of 4 ayes. (DeWitt, Hendrix, Monath, Gooch)*

NEW BUSINESS: continued

- Consider Update to Policy 2040 – Employee Sick Leave Policy (D) (A) (I)
 - *Director DeWitt made a motion to Update Employee Sick Leave Policy 2040. Chairman Monath seconded, and the motion was passed unanimously with a vote of 4 ayes. (DeWitt, Hendrix, Monath, Gooch)*
- Authorize Board Member(s) as invoice/bank account signers (D) (I) (A)
 - Director DeWitt volunteered to be a signatory
 - *Chairman Monath made a motion to approve Director DeWitt as an authorized signatory for Invoices and District Plumas Bank Accounts. Director Hendrix seconded and the motion was passed unanimously with a vote of 4 ayes. (DeWitt, Hendrix, Monath, Gooch)*

Regular Meeting adjourned at 6:57 pm

- **The next regular board meeting is 12/15/2021**

Respectfully Submitted,


Board Chairman


General Manager