

REGULAR BOARD MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING

January 11, 2023

CALL TO ORDER:

Chairman DeWitt called the Regular Board Meeting to Order at 6:00 pm

ROLL CALL OF DIRECTORS:

Director's present: DeWitt, Hendrix, Kunkel, O'Connor

Absent: None

VISITORS: Jerry Monath

PUBLIC COMMENT: Jerry Monath suggests that an awning be installed at the front door entrance to prevent customers/visitors from slipping on the ice.

APPROVAL OF MINUTES:

- A motion was made by Director Kunkel to approve the Regular Meeting Minutes of December 14, 2022. Director Hendrix seconded, and the motion passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, Kunkel, O'Connor)

APPROVAL OF INVOICES:

- Director Hendrix made a motion to Approve and pay the invoices for the month. Director O'Connor seconded, and the motion passed unanimously with a vote of 4 ayes (DeWitt, Hendrix, Kunkel, O'Connor)

REPORTS:

❖ **Chairman's Report**

- Chairman DeWitt presented the previous Chairman, Jerry Monath, with a plaque for his years of service on the CSD board. Much appreciation for his commitment to the community and willingness to serve above and beyond.

❖ **Parks**

- Two Rivers Park
 - Green Infrastructure Grant
 - Construction funding sign is in the shop and will be put up soon.
 - Will put out to bid next month.
 - Per Capita Grant
 - Because of limitations in the Stewardship Council Grant, this grant will now fund a bathroom located in the park. After consultation with Tyler DeWitt and GM Ray it was determined that the parking lot is a less desirable location for the bathroom location. To build the bathroom near utility connections inside the park, it needs to be funded by the state instead of the Stewardship Council.

REGULAR BOARD MINUTES

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT

REGULAR BOARD MEETING

- Stewardship Council Grant
 - The budget for this \$450,000 grant is being worked on. It will fund a large pavilion along with other amenities and improvements on Watershed donated lands within Two Rivers Park.
 - An agreement is expected at the beginning of February.
- ❖ Fall River Lions Community Park
 - On hold until late winter/early spring
- ❖ **Treasurers Report**
 - *General*
 - The auditors were here at the end of December. They are working our audit for fiscal year ending 2022.
 - There are several outstanding invoices due to Pace Engineering for the Well No. 1 Improvement project. The District is in the process of applying for a bridge loan which will cover these invoices until reimbursement. The total outstanding for this project is \$36,643.50. The total first request has been submitted for \$43,057.25
 - The District has been reimbursed for the USDA portion of the vac trailer. The District's portion of the remaining truck purchase is \$25,000. Currently there is almost \$120,000 in the District reserve accounts.
 - *Revenue*
 - December Operating revenue was \$52,012.75 which was about \$900 under the budgeted amount.
 - At the halfway point of the year, the revenue is at 50%
 - *Employee Expenses*
 - Employee expenses were \$42,845.71 which was about \$7,000 over the budgeted amount. There were 3 paydays in December and 2 were budgeted for.
 - At the halfway point of the year, employee expenses are at 48%
 - *Operating Expenses*
 - The operating expenses were \$22,529.56 which was almost \$3,000 under budget
 - At the halfway point of the year, operating expenses are at 42%
 - *Net Income*
 - Net income for the year, *after* depreciation is \$72,957.14
- ❖ **Operations Report**
 - Ladder guards have been put in place and locked
 - Have been in contact with Aqua Sierra controls to help resolve some issues with are SCADA system.
 - New ADA door locks have been installed on the front door and office door.

REGULAR BOARD MINUTES

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT

REGULAR BOARD MEETING

- The sample station in MacArthur has been repaired after it froze in the cold weather.
- JPIA training is ongoing with operators.
- The new truck project is ongoing.
- Filters at the well have been cleaned and the solenoid has been adjusted to maintain proper start up and shut down flow rates.
- AC pipe removal has been postponed until early spring
- Water loss for the month is not able to be calculated properly due to SCADA problem.
- Bacti samples for the month were negative

❖ **Manager Report** (Copied from written report)

- **General**
 - **ACWA/JPIA – Our Insurance Provider:** Bill Rodeski and Joseph Huston continue to take on-line training classes provided by JPIA that relate primarily to safety.
 - **Continuing Education:** Michael Busse, California Rural Water Association, taught “Electrical Fundamentals for Water and Wastewater” training at the CSD office will continue as Mike is available.
 - **Administrative:**
 - **Bridge Loan** – Working with Rural Community Assistance Corporation – RCAC we are near having a line-of-credit with them to make timely invoice payment as we proceed thru the McArthur Well Improvement Project. This was a loan you authorized thru a previous resolution. Once this loan is in place, I want to immediately proceed to another so we can, again, be timely in payments as we traverse the FRM Well #1 infrastructure Project.
 - **LAFCO – 2021 Annexation** – I was copied on a 2nd Notice from the State Board of Equalization via LAFCO that our 2021 annexation does not meet the submittal requirements. A bit of a surprise as we paid fees to be guided thru this process. George Williamson, LAFCO Exec Director, has informed me cost to prepare properly is on CSD. I will revisit as required and keep you informed.
 - **Grants:**
1. **Test Well Project @ Curve Street: UEI AR 6376 – TA Grant – Sac State: Grant Engineer: Randy Marx**

A bid for two wells has been received and was discuss 6 January 2023 during a Zoom call with project engineer Kip Lybarger; Randy Marx, UEI – Sac State; Jason Headington, DFA; Zoe Wu, DFA; Enplan; and me. The only bidder was Arley Enloe and his bids are in an analysis spreadsheet below prepared by Lybarger.

Tasks to move the project forward are:

 - Lybarger – Since only one bid received prepare and submit to DFA and Randy document showing due diligent outreach in seeking bids.
 - Lybarger – Provide recommendation to accept bids, and that driller is qualified thru his documentable performance history.
 - Marx – Amend Work Plan – to increase funding amount needed to drill wells, separate each well into budget categories.

Next Zoom call scheduled is scheduled 24 January 11, 2023, hope funding is in place and UEI can proceed to award a drilling contract.
 2. **“Fall River Valley Well Infrastructure Project”: DWR (Department of Water Resources): Grant Manager: Nancy Snodgrass**

(Have revised the name of this project to reflect exactly how it is designated on our grant agreement. It is the same FRM Well #1 Infrastructure Project)

On 5 January 11, 2023, a formal letterheaded request was sent to Grant Manager Nancy Snodgrass

REGULAR BOARD MINUTES

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT

REGULAR BOARD MEETING

requesting reconsideration of the pump house element removed from the grant funding. The monetary request was for a reinstatement of \$178,000 to build a pumphouse in lieu of only a funded “shade” structure. Paul Reuter initially drafted request which included photos of multiple existing pumphouses in service at other water districts in the low temperature high altitude portions of the North state with us preparing final submittal.

Have yet to receive any decision or additional requests for information on this plea.

(Since the Solar Array element of this funding request was “redlined” see comments/actions in the Projects section near the bottom of this report).

3. **Wastewater System Expansion (McArthur) Project:**

The CEQA process is continuing with a goal of having a document for the board to adopt within 4-6 weeks.

At my request Paul Reuter has made inquiries Cheng Vue as to how long the State CEQA review process will take and how far along they are on the Technical (all but CEQA) review. As soon as we have a grant agreement Pace can be on the ground starting the design during good-weather seasons.

4. **Water System Improvement Project:**

No Change.

Lukas Moore is now the lead person on this planning grant application having replaced Bow Reilly.

Mehreen Siddiqui, I believe to be Lukas’ superior is in the loop.

Last month’s report described our alteration and reduction in the scope of this application per Bow’s suggestion.

5. **McArthur Well – “Well No. 1 Improvements”:** Sierra Institute/DWR, Lead Person: Zoe Watson

Per your approval last month Pace is now tasked to be the engineers for this project. A site survey/assessment has been completed by Pace. Design element moves forward in conjunction the Backup Generator RCAC grant project that Pace is engineering. (See additional on generator below).

We have yet to finalize a modified agreement with Sierra/DWR, but will pursue that this month.

At the end of last month, we submitted our first request payment request for \$43K+ to Sierra/DWR along with our first Progress Report. These monthly requests will continue as we receive Pace and contractor invoices for the project. Progress Reports will be submitted as required on a quarterly basis.

6. **Backup Generator Funding Program:** RCAC Grant Lead Person: Hamish Kellam

Bryan Gentles, EE, with Pace conducted a district-wide on-site generator needs assessment on 4 January 2023. The specific generator needs at the McArthur “Well No.1 Improvements” will be a portion of the whole assessment. Generator at this location will be the primary focus for first installation. How many generators that will be funded is unknown, but Bryan’s report will address needs at the McArthur Well as well as at: Golf Course Booster Station, FRM #2 (Backup) Well (at Storage Tanks), SCADA transmitters/receivers at FRM Tanks, District office, PRV on Hwy 299 (pressure reducing valve) across from the Airport. Our needs that relate to sewage lift stations cannot be included since this is a “water” related grant.

7. **Pine Grove Mobile Home Park:** UEI AR 6644 – TA Grant – Sac State: Grant Engineer: Randy Marx

19 January 2023, we will resume our Zoom calls on this project. By then Randy Marx, Sac State, UEI, should have a revised Work and Technical Assistance adjusted funding in place for Pace to proceed with engineering.

REGULAR BOARD MINUTES

FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT

REGULAR BOARD MEETING

8. Equipment Purchase - US Department of Agriculture (USDA)

A Ford F450 4X4 Chassis was spec'd and bids requested via email by noon today. Order will be awarded tomorrow to take advantage of our "Fleet" discount. Truck delivery as estimated could be from 4-12 months. The service body will be designed and spec'd and bid separately.

- GM Ray decided that a gas engine would be more appropriate for the District because diesel doesn't like to be "sitting around".
- Director Kunkel asked to clarify, since diesel can be more fuel efficient
 - GM Ray feels that gas will do what the District needs it to without the extra expense in potential repairs and upkeep of a diesel
 - Director Hendrix only sees diesel as an advantage when towing up hills, from his experience.
 - Operator Bill Rodeski doesn't have objection to a gas truck considering the arguments.

Projects:

1. Solar/McArthur Well:

All agreements that relate to this project have been executed by the CSD, Rick Maher, Chico Electric, CE Leasing, and F&M Bank. Purchase option agreement between Maher and CSD has been signed, recorded and initial payment received by Maher.

As per Chico Electric all material for the project has been ordered. Installation will begin as soon as weather permits.

2. Solar - "Fall River Valley Well Infrastructure Project"

The California PUC has changed the regulations regarding net metering for future installations. I had an application prepared which was accepted by PGE to meet the April deadline for us to still be able to install 33KW of solar at this site under the same PGE program we have at the McArthur Well site. Again, initial inquiries indicate we could have a system built for us, lease it, and eventually own it utilizing from our normal ever-increasing monthly electric bill expense (use) to make the payments by our power generation savings.

OLD BUSINESS:

- None

NEW BUSINESS:

- Consider Resolution 2023-01 – Safety Deposit Box Authorizations
 - Resolution needed to authorize current board members to access the safety deposit box and remove old board members.
 - Will determine if it is still needed once the contents are examined.
- A motion was made by Director Hendrix to accept Resolution 2023-01. Director O'Connor seconded, and the motion was passed with a vote of 4 ayes (DeWitt, Hendrix, Kunkel, O'Connor)
- Consider Real Estate Transaction
 - Board determined that this will be discussed in closed session as scheduled.

Adjournment to closed session at 6:50 PM

REGULAR BOARD MINUTES
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING

Closed Session 6:50 PM

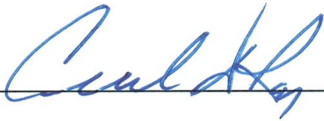
- Discuss Real Estate Transaction – Regarding parcel #32-050-006 – Negotiator for the CSD is GM Cecil Ray

Return to Open Session at 7:14 PM

- Results of Closed Session
 - Board authorizes GM Ray to negotiate real estate purchase and report back to the board with results.

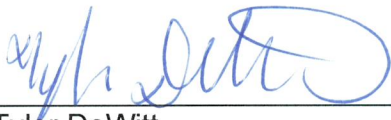
Regular Meeting adjourned at 7:15 pm

Submitted,



Cecil D. Ray
Board Secretary and General Manager

Approved 2/15/2023



Tyler DeWitt
Board President