

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Richison, Vice President Woodstrom, Director Oliver,
Director Willis and Director Whitehead
Absent: None
Others Present: Roger Ankeny, Keith Meyers, Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

- I Call to Order: President Richison called the meeting to order at 7:07 pm.
- II Public Comment Period – Open Time: President Richison opened the public comment period. Mr. Roger Ankeny stated that he had delivered letters to each of the Board Members, as well as dropped off a breakdown of Shasta County's Medical Insurance costs to the District Office. He believes the District pays too much for employee benefits. He went through his concerns over the District's finances and offered a few suggestions to cut cost. The Board thanked Mr. Ankeny for his suggestions.
- III Approval of the Minutes Director Whitehead moved to adopt the minutes from the Regular Board Meeting held August 19, 2020. Vice President Woodstrom seconded. President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – Yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.
- IV Authorize Payment of Bills for Current Expenses: Director Oliver moved to pay the bills. Director Willis seconded. Mr. Muehlbacher stated that there was one item not mentioned on the Check Detail. It is the payment to PACE Engineering for the tank coating project. The payment to Alisa Scholberg is for preparing the District's books for the 2019-2020 Audit. He mentioned that the Clear Creek payment includes the annual O&M Adjustment for \$8,792.88. The Golden State Flow Measurement payment is for additional IPERLS, and the Total Compensation payment is for the GASB reports for the Audit.
- President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.
- V Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$354,518 verses expenses of \$229,340. Revenues are trending a little higher than what was projected. He mentioned that Miscellaneous Revenue contains the Cupertino Electric claim, as well as, recycling monies.
- Mr. Muehlbacher stated that the Capital revenue was \$14,529 verses expenses of \$6,583. He stated that both the taxes and the AC Pipe project were reflected on the Capital Profit and Loss.

Reserve Fund Status Sheet: There is a total reserve of \$1,196,762. He stated that there were minimal changes this month. Vice President Woodstrom asked that the encumbered capital expenditure be removed from the Reserve Fund Status Sheet.

NEW BUSINESS:

- I Review and Adopt Resolution No. 2020-14 Approving the Amendment to the Existing Contract Between the United States and the District: Mr. Muehlbacher stated that this Resolution is for the conversion of our existing contract to the new contract. Included with the agreement is the estimated payment of \$37,000 as required of the conversion.

Director Willis moved to adopt 2020-14 – approving the Amendment to the Existing Contract Between the United States and the District. Vice President Woodstrom seconded. President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

- II Review and Adopt Resolution No. 2020-15 Review of the District's Conflict of Interest Code: Mr. Muehlbacher stated that the Political Report Act requires that we review the Conflict of Interest Code every other year. Mr. Muehlbacher stated that the new attorney has reviewed the document and he recommends that no changes be made, and that the Board adopt Resolution 2020-15.

Vice President Woodstrom moved to adopt 2020-15. Director Oliver seconded. President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

- III Review and Approval of LAFCO Ballot for the District: Mr. Muehlbacher stated that LAFCO sent out a new ballot. He went through the candidates and explained that the ballots must constitute a quorum of the special Districts.

Vice President Woodstrom moved to approve the LAFCO ballot and cast the District's vote for: Irwin fust, Brenda Haynes and James Smith. Director Whitehead seconded. President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

OLD BUSINESS:

- I Update on the Carr Fire: Mr. Muehlbacher stated that the Zone C Tank Clearing Project is being paid for with the force account and should begin soon. The Zone A Tank Coating Project is going to be included with the tank coating project currently out for qualifications and proposals. Provided that the District moves forward with the tank coating project, all of the projects are moving forward.

- II Update on Zone B Pipeline Easement Clearing Project: The Zone B Clearing Project was awarded to Dragon Demolition. They are looking to begin the project next month.
- III Update on Request for Qualifications and Proposal For a Tank Coating Program: On September 3rd the District received a total of 4 proposals for the Tank Coating Program. He mentioned that he, Paul Reuter and the Resource and Planning Committee will be holding interviews in the near future after fully reviewing the responses.
- IV Update for Design of the Middletown Park PRV Project: Mr. Muehlbacher stated that PACE Engineering conducted a site visit Thursday September 10th. It is anticipated that a 50% design will be submitted within one week. Final plans and specifications are anticipated mid-October.

GENERAL BUSINESS:

- I Correspondence: Mr. Muehlbacher stated that a copy of the letter given to Grant School was included in the correspondence, as well as the approval for the Wellness Grant from ACWA JPIA. He stated that Grant School will be addressing the District's concerns with their staff.

- II President's Report: President Richison stated that if the Board wanted to stop having Zoom Board Meetings, there may be enough room in the garage for social distancing. He stated that Mr. Muehlbacher will check with the County to see if this is possible.

Director Whitehead asked if the Board was going to put together a committee to address Mr. Ankeny's letter. Vice President Woodstrom stated that he and Director Oliver would assist Mr. Muehlbacher in writing a response letter.

- III Manager's Report: Mr. Muehlbacher stated that he is currently working to get the service truck #502 listed on GovDeals. He is also researching Health Care Benefits and putting together a comparison for the Personnel Committee.

Mr. Muehlbacher stated that since last month's meeting, the Field Staff has installed 16 new IPERLS. They are currently at 92% completion.

The Lead and Copper sampling has been completed. Letters will be sent out this week.

He mentioned that the Pump Station VFD is out of service and Bat Electric will be out next week to evaluate it.

Mr. Muehlbacher stated that the water line detector is inoperable. They are looking into a replacement since the unit is old and no longer supported.

- IV Committee Reports: None.

- V Announcements: Director Willis announced that she is moving to Anderson and informed the Board that she will be resigning. The next regular Board Meeting will be held October 21, 2020.

- VI Adjournment: The Board adjourned at 8:04 pm.