

MINUTES

Minutes of the regular meeting of the Board of Directors of the American Valley Community Services District held on November 14, 2019 at 179 Rogers Ave., Quincy, California, in Plumas County.

Present: Denny Churchill, President
Darrell Brown, Director
Bill Martin, Director
Jim Doohan, General Manager
Shawneen Howe, Secretary ProTem
Elisa Peard, Public
Jerry Sipe, Plumas County Environmental Health Department (late)

Kathy Felker, Vice-President
Michael Beatty, Director
John Kolb, Director
Mike Green, Assistant G.M. for Operations
Joshua Nelson, Best Best & Krieger
Judy Lambert, Public

Absent: Ruth Jackson, Director

The meeting was called to order at 9:00 a.m. by President Churchill and it was determined that a quorum was present.

Director Martin moved to accept the agenda. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson

PUBLIC FORUM:

There was no one present for the public forum.

APPROVAL OF MINUTES:

Director Martin moved to approve the minutes for the Regular Meeting Minutes of October 10, 2019. Director Brown seconded the motion. The motion was carried unanimously. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson

LEGAL:

The Board went into Closed Session at 9:06. The Board ended the closed session at 9:20. There was no action taken during closed session.

BOARD OF DIRECTORS:

Mrs. Lambert spoke of the well that was deeded to them in 2007 at the end of Industrial Way. Before the sale of surplus property, Mr. Lambert went out to put in a fence and noticed that the measurements on the deed were incorrect. She provided the board with documentation that the measurements were incorrect and asked that the district correct them. Legal Council was going to research the issue further.

Mr. Nelson apologized for not providing the board with RFP for the tank cleaning. He will make sure the board has it at the next meeting for their approval.

The Board discussed the new Smoking and Tobacco Policy at length.

Director Beatty moved to approve the policy with the additional language to include “any type of container for the collection of smokeless tobacco waste is prohibited”. The motion was seconded by Director Kraul and unanimously passed. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson

The Board discussed the request from Ms. Miller to go from two meters for the home to one meter for the home.

Director Ely moved to deny Ms. Miller's request at this time. This issue can be revisited when the home is returned to a single-family dwelling. The motion was seconded by Director Beatty and unanimously passed. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson.

The Board discussed the request to create a Lead Operator position. The staff felt it was important to have this position in the absence of the General Manager, Operations Manager and Business Manager at the same time. There will be no pay increase for this position.

Director Beatty moved to allow the staff and personnel committee create a Lead Operator position. The motion was seconded by Director Kraul. The vote on the motion is as follows, Ayes: Churchill, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: Felker; Absent: Jackson

The Board was interested in the concerns of the vegetation issues that Mr. Cross has addressed in past meeting. The staff is still waiting for a response from the Fire Safe Council and the Audubon Society regarding possible grant issues and assistance with the project.

The President called for a 10-minute break at 10:10 am.

GENERAL MANAGER AND ASSISTANT GENERAL MANAGER REPORTS:

Mr. Doohan reported that there have been Geo Tech drillers for core sampling at the plant.

Mr. Doohan also reported that all the bio solids have been removed from the plant and taken to Lockwood, Nevada for disposal.

Mr. Green reported that the Gold Pan Motel Project is complete.

The board was presented the minutes from Carollo Engineering 50% Design Review Meeting of October 30, 2019. The concern is the proposed cost of \$45 million dollars after several cuts were made to the plan. There was also discussion of the possibility of having to install pilings if the soil testing deems is necessary to meet the code requirement. This could potentially increase the project cost up to \$5 million.

Staff requested approval to extend the water line approximately 1700 feet to the wastewater treatment plant along with a fire hydrant. After the board examined the water line installation costs, the board asked that the equipment cost be removed from the bid. The district owns and can provide the equipment necessary for the project.

Director Beatty moved to approve the project, not to exceed a cost of \$60,000. The motion was seconded by Director Felker. The motion was unanimously carried. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson

Director Kraul moved to approve the bills for October. Director Martin seconded and the motion carried unanimously. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson

Director Kolb moved to approve the payment to Carollo Engineers. Director Martin seconded and the motion carried unanimously. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson.

Director Beatty moved to Business Manager Katie Nunn’s request for changes to the bank accounts. The motion was seconded by Director Kolb and unanimously carries. Ayes: Churchill, Felker, Brown, Beatty, Martin, Kraul, Ely and Kolb; Noes: None; Absent: Jackson (See Addendum)

WATER ISSUES/PROJECTS:

The production and conservation reports were presented for the Board to review.

Mr. Doohan and Mr. Jerry Sipe are requesting a survey to be given to our customers in hopes of finding unknown private wells or possible cross contamination points in our system. They all agree that this would be a good way of obtaining this information. The board agreed with this idea and would like to survey to include a name, address and the best means of contact in case of an emergency.

ADJOURNED: Director Ely moved to adjourn the meeting; Director Martin seconded. The meeting adjourned at 11:20 a.m.

Signed:

Attested:

Denny Churchill, President

Shawneen Howe
Secretary ProTem

Addendum to American Valley CSD Minutes

November 14, 2019

The Authorized Signatures for the Plumas Bank accounts, listed below, are as follows:

Denny Churchill, President
Bill Martin, Vice-President
Ruth Jackson, Director
Kathy Felker, Director
Michael Beatty, Director
Jim Doohan, General Manager

This applies to the following checking accounts:
American Valley CSD #111064096

The pending account that has been on hold, #111064503, American Valley CSD WWT. This account was approved and placed on hold pending funding. Since then, the Board Members have changed and the above listed Board Members supersedes the previous names.

In addition, we will need to open one more checking account, American Valley CSD WWC. This account will replace the previous account ****2930.

Denny Churchill, President

Katie Nunn,
Business Manager / Secretary