MINUTES

Minutes of the regular meeting of the Board of Directors of the American Valley Community Services District held on July 12, 2018 at 445 W. Jackson St., Quincy, California, in Plumas County.

Present: Denny Churchill, President Kathy Felker, Vice-President

Ruth Jackson, Director
Richard Castaldini, Director
John Kolb, Director
Michael Beatty, Director
Douglas Ely, Director

Katie Nunn, Board Secretary Josh Nelson, Best, Best and Krieger

Jim Doohan, General Manager

Mike Green, Assistant General Manager (for Operations) Lisa Hopman, Public Les Ellis, Public

Jeff Soucek, Public

Absent: None

The meeting was called to order at 9:01 a.m. by President Churchill and it was determined that a quorum was present.

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

PUBLIC FORUM:

Mr. Ellis spoke regarding some of the concerns of the land rented during the High Sierra Music Festival. Mrs. Hopman and Mr. Soucek presented their concerns and problems that occurred this year. Mrs. Hopman requested when the Board discusses future rental of this property she be notified.

APPROVAL OF MINUTES FOR THE AVCSD REGULAR MEETING:

Director Martin moved to approve the minutes of the regular and special meeting June 14, 2018. Director Kolb seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Kolb, Castaldini, Martin, Brown, Beatty, Kraul, Ely; Noes: None; Absent: None

LEGAL:

The Board determined a closed session was not needed at this time.

BOARD OF DIRECTORS:

Director Martin moved to approve the quote from Sierra Controls for the SCADA system. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Kolb, Castaldini, Martin, Brown, Beatty, Kraul, Ely; Noes: None; Absent: None

There was no report from the Budget Committee at this time. The year-end financials are being finished by Mr. Kimmel.

Director Beatty reported on the Personnel Committee meeting held on July 10, 2018.

General Manager Doohan reported that the staff is working well together and everyone is working really hard. He complimented the office staff on doing a great job.

Mr. Green reported that the staff is working well.

Miss Nunn reported that the office is working well. The coordination of the billing system is taking longer than expected and providing some additional challenges.

General Manager Doohan reported that he would like to see someone on the staff take the exam to receive their Wastewater Collection License and receive a skill-pay.

The Personnel Committee recommended that the skill-pay be increased from \$1350 per year to \$2,000. Vice-President Felker requested the increase be to \$2,080.00 per year. This would be \$1.00 per hour for each hour worked through the year. Vice-President Felker further stated she is concerned about not having a skill-pay for the office.

The Board discussed the office skill-pay and no determination was made. Miss Nunn stated that she feels the office staff should be compensated for additional skills, but it will take some time to make a recommendation. Various options were presented, i.e. a different amount of skill-pay, a different scale for the office, etc.

Director Felker moved to amend the skill-pay to \$2,080.00 per year for two (2) backflow operators, one (1) Lab Director, and one (1) Wastewater Collection License. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Kolb, Castaldini, Martin, Brown, Beatty, Kraul, Ely; Noes: None; Absent: None

The changes were made to the Personnel Handbook from the previous meeting. Mr. Nelson reported that the first-responder leave was amended to not be allowed while on call. The request for changing the extra sick leave to be converted to retirement is not allowed by CalPers at this time.

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

Director Castaldini moved to approve Resolution 2018-11, Regular Meeting Time and Location. Director Kraul seconded and a roll vote was taken. Ayes: Churchill, Felker, Jackson, Kolb, Castaldini, Martin, Brown, Beatty, Kraul, Ely; Noes: None; Absent: None

PACE did not submit a payment request at this time.

The Board discussed a fair booth and all agreed that we do not have the time to do one this year.

GENERAL MANAGERS REPORT:

General Manager Doohan and Assistant General Manager (for Operations) Green updated the Board on the various projects happening within the District. Mr. Green reported that there was more damage to Well 9 than originally suspected.

Mr. Doohan reported on the sewer system overflow. It was approximately 45 gallons and was reported to the State. The hydrant at 5^{th} and Mansell is scheduled to be replaced.

FINANCIAL REPORTS:

The bills for June were presented.

Director Jackson moved to approve the June bills for the East and West zone as presented. Director Castaldini seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Kolb, Castaldini, Martin, Brown, Beatty, Kraul, Ely; Noes: None; Absent: None

WATER ISSUES/PROJECTS:

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

ADJOURNED: Director Kolb moved to adjourn the meeting, Director Ely seconded. The meeting adjourned at 10:50 a.m.

Signed:	Attested:
Denny Churchill, President	Katie Nunn, Board Secretary