



Indian Valley Community Services District

"Providing services for our community health, well being, and prosperity."

P.O. Box 899, 127 Crescent St. Greenville CA. 95947
Phone (530) 284-7224, Fax (530) 284-0894
indianvalleycsd.com Email: ivcsd@frontiernet.net

Board of Directors

Matt Cassol, Chair
Lee Anne Schramel
Vice-Chair
Bob Orange
Philip Shannon
Robert Heard

Minutes of the Regular Board Meeting of the IVCS D
October 14, 2015 at 6:30 p.m.
Indian Valley Museum Conference Room
I.V. Museum, 4288 Cemetery Street, Taylorsville, CA. 95983

1. **Call To Order/Roll Call:** Chairman Cassol called the meeting to order at 6:38 p.m. Present were Director Schramel, Director Heard, Director Orange, I.G.M. Gallagher, Board Clerk/Secretary Titcomb, Fire Chief Hamblin, and Constituents of the Indian Valley. Absent was Director Shannon.
2. **Pledge of Allegiance:** Chairman Cassol led the group in the Pledge of Allegiance.
3. **Adopt the Agenda:** A motion was made by Director Schramel to adopt the agenda as presented and seconded by Director Heard. A vote was called for with 4- Yes and 0- No votes, and 1- Absent, Director Shannon.
4. **Approval of Regular Meeting Minutes of July 8, 2015:** A motion to approve the minutes as presented was made by Director Schramel and seconded by Director Heard. A vote was called for with 4- Yes votes and 0- No votes, and 1- Absent, Director Shannon.
5. **Approval of Regular Meeting Minutes of August 12, 2015:** A motion to approve the minutes as presented was made by Director Orange and seconded by Director Cassol. A vote was called for with 4- Yes votes and 0- No votes, and 1- Absent, Director Shannon.
6. **Approval of Regular Meeting Minutes September 9, 2015:** A motion was made to approve the minutes with amendments as mentioned by Board Clerk Titcomb, Director Cassol, and Director Schramel, as well as Constituent Tanya Henrich. A vote was called for with 4- Yes votes, and 0- No votes, and 1- Absent, Director Shannon.
7. **Public Comment:**
 - a. Delores McDowell presented the board with a list of improvements/repairs needed for the Indian Valley Pool. She spoke briefly about some past issues with venting and plumbing. She reports that the pool committee has raised enough funds to purchase the handicap lift.
 - b. Tanya Henrich reported that Bob Orange has agreed to be a write in candidate for the board and that she thought he makes a good board member, and that his skills have really helped the district during his past months of service.
 - c. Cindi Tatum suggested that the agenda could be changed in format so that the routine/ordinary monthly reports could be held until the later part of the agenda, as to put the more heavily discussed/action items up front.
 - d. Debbie Cassol volunteered her son Matt Cassol as a write in candidate for the board and he accepted the idea and said that he would accept the write in vote.
8. **Directors Reports:** Director Schramel reported that she was unable to attend the funding fair due to schedule conflicts and that she had a list of the vendors that she was interested in contacting individually, and that she would follow up on that during the next month. She also reported about a PG&E assistance program that could be beneficial to some constituents, and that a link would be put on the IVCS D website.

9. **Committee Reports:**

- a. **Personnel & Planning:** This committee did meet and discussed some office issues with updating the policy handbook due to some changes made in vacation and sick leave policies. Long term planning for the district is still a major concern for the committee and discussions about how to keep costs as low as possible and still plan for the long term financial stability of the district.
 - b. **Finance Committee:** A single page, at a glance, loan sheet was presented so that everyone can see the debt of the district easily. A printed final version of the budget packet was introduced to the group and will be posted on the website. Financial benchmarks were discussed for future reporting on major events such as, budget preparation, budget adoption, budget review and actuals. It's important to plan ahead for these sessions and let the constituents know ahead of time so that they can be a part of the planning.
 - c. **IVASA:** It was reported that the new item for IVASA is that PHI Air Medical has purchased Mountain Lifeflight and therefore will take over ground ambulance services here in Indian Valley. It was reported that a special meeting of the board of directors would happen on October 28, 2015 at 5:30 p.m. in the IVCSO office. It was reported that the location of the ambulance service would change and that they would require a larger space. It will be a pilot project for PHI as they are beginning this project as a first of a kind for this company and that they will use it as a model for ambulance services in other rural areas.
 - d. **Ordinance:** This committee did meet and went through all of the changes to the ordinances for the district that the general manager had prepared. It was reported that the first reading was noticed in the paper and that later in the agenda there would be an action item for the board to consider as the first reading for the new ordinances. The complete revamped ordinances are attached to the board packet.
 - e. **Public Relations:** This committee did meet and reviewed the complaints on file in the binder. It was reported that the general manager has called the constituents that made complaints, and that there wasn't an answer, so he had to leave a message. The newsletter went out with the monthly billing and highlighted the new rate structure, as well as an introduction to the general manager. The blog report is done on a regular basis on the website too.
 - f. **J.P.F.P.C.:** Director Orange reported some general updates but thought that another meeting had not been held. He reports that it will be up to LAFCO to make recommendations to the districts. G.M. Gallagher reported that the next LAFCO meeting will be on December 7, 2015 at 10:00 a.m. possibly at the Greenville Community Town Hall. Director Schramel wanted to hear more about the subject, possibly at a special meeting of the board, or at the November regular meeting of the board. The general manager will find out if it is possible to have John Benoit at the November meeting.
10. **Finance Report:** Accountant John Breaux was not able to attend as he is busy with quarterly taxes. The financial report is in the board packet and the general manager will present to the board and answer questions.
11. **Fire Department Report:** Chief Hamblin reports that the truck inspections continue to happen and that some repairs are still needed to pass some of the trucks. He reports that some parts for the 4 wheel drive truck needed to be ordered. He reports that Crescent Tow will do some of the repairs. The water tender in Greenville is too expensive to repair and so some other options are needed. The decision to lease a truck or buy a used one will be reviewed. The general manager and fire chief will get together to see about a grant or how the new truck purchase for the fire department can be made. He reports that an earthquake drill at the Greenville schools is this week and that he will be there and participate in the process. He reports that the heater is installed in the Taylorsville Fire Hall and that the new exhaust/ventilation system is almost complete.
12. **NewBusiness:**

- a. **Public Hearing; Proposed CSD Ordinances; First Reading:** The hearing was opened at 7:28 p.m. There weren't any comments, just a slight change in the verbiage to include "Chapter 7" as it listed only 6 chapters prior to the change. The public hearing was closed at 7:31 p.m. No further discussion of the board members took place.
- b. **Review Bids for Fire Department Painting Projects; Discussion/Action** General Manager Gallagher read from a report that is in the board packet. It was reported that too few bids came in to make a decision at this time. There were some comments from the public about alternate considerations for different contractors in the area. It was discussed that painting the front of the Greenville station would be nice too. It was also mentioned that the noon whistle/horn on the Greenville fire hall should be repaired too. Chief Hamblin offered to repair the daily whistle on his own with some volunteer helpers. Ways to advertise to the general public for interested contractors was discussed and that G.M. Gallagher would put together a newspaper advertisement for the job, pending it doesn't get too cold to continue the projects.
A motion was made to include all 3 fire structures in a bid for repair and painting, listing each one individually so that one or more could be cut out of the bid if needed by Director Schramel, and seconded by Director Cassol. A vote was called for with 4- Yes votes and 0- No votes, and 1- Absent, Director Shannon. This motion passes.
- c. **Approve Greenville Cemetery Water Rate; Discussion/Action:** G.M. Gallagher read from a report in the board packet and recommended that the district charge the same as a 1" meter charge at the current rate of \$973.00 annually. Director Cassol favored a zero rate charge for the cemetery due to the poor financial condition of the cemetery district, and a matter of personal pride that it should always be watered, even if it cannot afford the cost of doing so. There was discussion that this is not isolated to the Indian Valley and that some discussion with county leadership should be considered, and that a possible larger scale solution to the problem would be handled countywide, with a countywide cemetery district formation. The board tabled this discussion and action until November when more information could be shared, and that the finance committee could review the issue, as only the public relations committee witnessed the earlier testimony from the cemetery board member, and that more committee work should be done first.
A motion to table the item and seek more committee work was made by Director Cassol, and seconded by Director Orange. A vote was called for with 3- Yes votes, and 1- No vote, Director Heard, and 1- Absent, Director Shannon. This motion passes.
- d. **Calendar for Benchmarks to 2016-2017 Budget; Discussion:** G.M. Gallagher read from a report in the board packet discussing the budget benchmarks of the fiscal year, such as approval date, mid-year review, etc. and that these should be listed as upcoming discussions on the bottom of each monthly meeting agendas. All agreed that this was a good idea and that you will see them on upcoming agendas.

13. Old Business:

- a. **Completion of Taylorsville Project; Discussion:** G.M. Gallagher reported that the project was mostly completed and that some parts could still be ordered if the funding was enough to cover these extra pieces that Operations Manager Silva wanted to include into the project, but was waiting for a few of them, making sure that funding was available. G.M. Gallagher was pleased with the progress and overall performance of staff to carry this project on schedule.
- b. **Report on Greenville Streetscape Project:** G.M. Gallagher reports that the project will begin on October 19, 2015 and continue until completed by the end of the calendar year.

14. Closed Session: The room was cleared and the board went into a closed session until 8:53 p.m.

15. Report Out on the Closed Session: The board opened the room up for the public at 8:54 p.m. to report any action needed from the closed session. Director Orange reported that the board negotiated with Chris Gallagher, after an evaluation of his performance to date, a contract

to be the Regular General Manager of the IVCS D for 1 year, and an extension of that contract for a second year. It was negotiated that he would be required to work 3 full days each week, and other specific details of the entire contract can be requested at the IVCS D office. He reported that the overall evaluation was very good of the job so far by Mr. Gallagher, as he had met several important goals that the board considered when they originally brought him on as Interim G.M. It was reported that Mr. Gallagher accepted the offer and agreed to the specifics of the contract.

A motion was made to accept the contract as negotiated with Chris Gallagher, and discontinue the search for a permanent general manager at this time by Director Schramel, and seconded by Director Heard. A roll call vote was asked for by the chair with Director Schramel voting- Yes, Director Heard voting- Yes, Director Cassol voting- Yes, Director Orange voting- Yes, and Director Shannon was absent. This motion passes with 4- Yes votes, and 1- Absent.

16. Adjournment: The meeting adjourned at 9:05 p.m.

Chair Signature: Lee Anne Schramel, Vice Chair

Board Clerk: Joy Duke Jones

