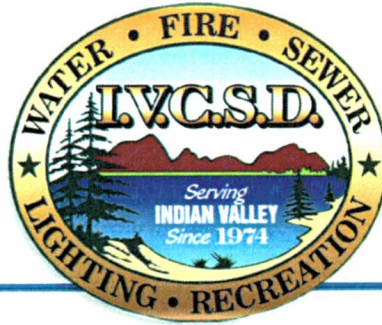


Indian Valley CSD  
PO Box 899  
127 Crescent Street  
Greenville, CA 95947  
530.284.7224 phone  
530.284.0894 fax  
ivcsd@frontiernet.net



Board of Directors  
Mina Admire  
Wayne Dannemiller  
Robert Heard  
Bob Orange  
Lee Anne Schramel

www.indianvalleycsd.com

## AGENDA

### Special Meeting of the Board of Directors

Thursday, October 22, 2020 at 6:00 pm  
Town Hall, 120 Bidwell Street, Greenville, CA 95947

*Per Plumas County COVID-19 Regulations, masks are mandatory at this meeting and seating will be spaced 6' apart to maintain social distancing.*

1. CALL TO ORDER AND ROLL CALL
  - Director Heard will be attending via phone from 477-050 Eagle Lake Rd, Susanville, CA 96130 (agenda posted per CA State requirements).
2. PLEDGE OF ALLEGIANCE
3. AGENDA APPROVAL
4. CLOSED SESSION (20 MINS) ..... Discussion/Action
  - Public Employee Performance Evaluation (Gov't Code Section 54957) Title: Operator & Maintenance 1.
5. REPORT OUT OF CLOSED SESSION
6. PUBLIC COMMENT: *The public may address the Board on any item **NOT** on the agenda. Pursuant to state law, the Board may not discuss nor take action on non-agenda items except under special circumstances. Speakers should limit their remarks to five minutes or as decided upon by the Chairperson.*
7. APPROVAL OF MEETING MINUTES (5 MINS) ..... Discussion/Action
  - September 30, 2020 (Special Meeting) (attachment)
  - October 8, 2020 (Special Meeting) (attachment)
8. DIRECTOR'S WEEKLY REPORTING FOR DAY-TO-DAY ACTIVITIES (10 MINS) ..... Discussion
  - Administration & Finance – Directors Admire & Orange
  - Operations – Directors Dannemiller & Heard
  - Recruitment – Director Schramel
    - i. Additional recruitment areas
9. FIRE DEPARTMENT BUSINESS (5 MINS) ..... Discussion/Action
  - North Complex Fire: review preliminary reimbursements for volunteer firefighters (10 mins)
10. PARKS DEPARTMENT (5 MINS) ..... Discussion/Action
  - Seasonal Park Maintenance – in order to finish prior to freezing weather this weekend
11. WATER DEPARTMENTS (D. SILVA) (10 MINS)
  - Greenville Water Plant – RFP & Pall update (attachment)
12. DISTRICT OFFICE (20 MINS) ..... Discussion/Action



- Repeal motion to open office effective Monday, October 19<sup>th</sup> (5 mins)
- Close Office to public until all COVID-19 preventative measures are in place (10 mins)
  - i. Review the US Dept of Labor FFCRA: Employee Paid Leave Rights ([attachment](#))
  - ii. Approve Administration/Finance Team purchasing of preventative supplies with Chairs signature
- End-of-month reporting requirements - utilizing District’s CPA (5 mins)
- Temporary Office Staff for added support and preparing for audit (15 mins)

**13. DISTRICT PERSONNEL (60 MINS)** ..... Discussion/Action

- Hiring General Manager (60 mins)
  - i. Position Description ([attachment](#))
  - ii. Outreach Update
- Review Signature Blocks (10 mins) ([attachment](#))

**14. BOARD BUSINESS (10 MINS)** ..... Discussion/Action

- Set date for November’s Regular Board Meeting
- Topics for next Special Meeting (*Calendaring*)
  - i. Hiring Personnel
    - Review existing Policy and Ordinance
    - Update hiring procedures (*including, but not limited to, panel structure*)
    - Org Chart (*from August*) – review, confirm, and update in budget package on website

**15. ADJOURNMENT**

To next Regular Meeting, November 12, 2020 at 6:00 pm, Town Hall, 120 Bidwell Street, Greenville, CA 95947

**REASONABLE ACCOMMODATION:** *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the **Clerk of the Board at 530-284-7224**. Notification 72 hours prior to the meeting will enable the IVCSD to make reasonable arrangements to ensure accessibility [28 CFR 35.102.35.104 ADA Title III].*

**UPCOMING MEETINGS** at 6:00 pm, Town Hall, 120 Bidwell Street, Greenville, CA 95947

- October 29, 2020 ..... Special Meeting
- November 5, 2020 ..... Special Meeting
- November 12, 2020..... Regular Meeting**
- November 19, 2020 ..... Special Meeting