



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

Board of Directors

Brad Smith, Chair
Judi Yocum, Vice-Chair
Blake Shelters
Mike Yost
Jane Braxton Little

**Minutes of the Meeting
January 8, 2014 Regular Meeting
IVCSD Board of Directors
127 Crescent Street, Suite #1 at 6:30 p.m.
Greenville, California 95947**

- 1. Call to Order/Roll Call:** Chairperson Smith called the meeting to order at 6:35 p.m. and Board Clerk Titcomb called roll. Present were: Director Shelters, Director Little, Director Smith, Director Yocum, and Director Yost.
- 2. Pledge of Allegiance:** Director Smith led everyone in the Pledge of Allegiance.
- 3. Adoption of Agenda:** A motion was made by Director Little to adopt the agenda as presented and Seconded by Director Shelters. A vote was held with 5-Yes, and 0-No votes.
- 4. Swearing In of Directors:** In lieu of election certificates were presented for 3 members of the board of directors. Director Smith, Director Shelters, and Director Yocum were took the Oath of Office and sworn in by Clerk of the Board Titcomb. All certificates will be posted in the office of the IVCSD.
- 5. Approval of Meeting Minutes from December 11, 2013:** A motion was made to approve the minutes from the IVCSD regular board of directors meeting by Director Little and Seconded by Director Yocum, and a vote was held with 5-Yes, and 0-No votes.
- 6. Public Comment:** 22 public comments were offered and heard by the board. All were offered under the guidelines outlined on the agenda and the board thanks everyone that participated. The audio of these comments is available on the website. www.indianvalleycsd.com
- 7. Presentation of Annual Fiscal Audits 2009, 2010, and 2011 by Clay Singleton:** The printed and bound copies of the audits were presented to the board of directors and with some explanation Mr. Singleton answered questions that the board members had and any questions that the public had about them. Discussions of what is being done differently in the accounting practices of the district today versus then and how to prevent further problems with keeping the books correctly and making sure that public funds are well protected and utilized. There were questions back and forth with Mr. Singleton and all seem satisfied with the progress of the audits and a time schedule to finish any past due audits. **We accept the audits as presented. The findings of the audits as far as correctable events and financial reporting have been acted on and include the hiring of a third party firm to conduct monthly reporting including reconciliation of bank accounts and other financial data presented to the**

board. The administrative process has been updated to include the recommendations that will also assist in the management and accountability of IVCS D to the rate payers. The board Thanked Mr. Singleton for his diligence and accuracy.

8. Directors Reports: There were no reports offered.

9. Committee Reports:

- a. Personnel and Planning:** It was reported that the committee did meet and discussed a Mission Statement update as well as a mission statement for the committees. Discussions about various goals for each committee as well as planning with an emphasis on direction for the committee.
- b. Finance:** It was reported that the committee did meet and that no bank statements were ready for the board members to review this early in the month. Fire Department financial issues were discussed. The committee did review the audits with accountant John Breaux of Barnard and Associates along with RCAC loan documents, bridge loans, and state grant funds.
- c. IVASA:** IVASA did not meet but has a meeting scheduled for January 14, 2014 at 5:30 p.m. in the IVCS D office.
- d. Ordinance:** It was reported that the Ordinance Committee did meet with General Manager Lawson and had discussions about changes that will be addressed with regards to responsibility of payments and billing to owners and renters, and that future discussions of these policies will come up at future committee meetings. Past resolutions are being looked at and organized, and prepped for binding as dedicated copy for the office. This bound set will be the official copy for office and public use. Some review of water and sewer policies was done and more will be done at future committee meetings.
- e. Public Relations:** It was reported that this committee did meet and could review filed complaints, but no complaints were filed. Director Yocum did state that it is more effective if the public uses the complaint/issue forms in place and comes to discuss these issues with the Public Relations Committee. It is by far more effective to get involved this way than to just give public comment and are not given any response due to Brown Act rules requiring that only items on the agenda can receive meaningful discussion and response from the entire board.

10. Utility Operations Report:

- a. Greenville Water:** General Manager Lawson reported that the precipitation is one of the lowest on record and that Round Valley Lake levels matched that in comparison with state records on page 19 of the board packet, which is available on the website. General Manager Lawson then referred to multiple charts and graphs in the board packet that showed the numbers for Greenville Water production and accountability, as well as a comparison of the Membrane Water Treatment Plant versus the Water Wells in terms of cost and production, and everything else that goes into supplying fresh water.
- b. Crescent Mills:** Charts and graphs in the board packet were referred to and basically report that the Crescent Mills system is performing well and is at its best levels since being implemented.

- c. **Greenville Sanitation:** It was reported that the wastewater system is in good shape but some work would be needed to a lift station and the ponds themselves. Charts and graphs from the board packet show the trends of this system.
 - d. **Taylorville Sanitation:** Charts and graphs in the board packet report the numbers for this system and overall reported to be in good shape. Some work will be done and scheduled in the near future.
11. **Fire Department Report:** Chief Hamblin reported that personnel changes were coming along but that a written report couldn't be turned in until next months meeting. He gave an overall report of the number of calls and the category of those calls, he also reported that a fire engine and crew were sent to support the Main Street fire in Quincy. He reports that training is ongoing and that he is attending the Fire Safe Council meetings. Some questions were raised about the need for burn permits and where those were issued.
 12. **Manager Financial Report:** General Manager Lawson used the charts and figures from the board packet on pages 34-37 to illustrate the details of the finances of the district. You can request that board packet at any time if you want to see those figures, or you can print it from the website. Finance Committee meetings are always available for you to come and ask questions, and see documents as well. Those meetings are on the Monday at 4:00 p.m the week of the board meeting at the IVCS D office in Greenville. Director Little noted that Professional Services expenses are still higher than normal and it was explained that audits are still ongoing and that it would be late Summer of 2014 before all of those are caught up, also attorney's fees are still higher than usual as the management seeks legal counsel on issues that need that kind of clarification.
 13. **Closed Session:**
 - a. **Conference with legal counsel:** It was reported that a settlement was reached in the case of Mary Carpenter v IVCS D.
 - b. **General Manager Performance Evaluation:** It was reported that the performance evaluation was done and that a raise in compensation was decided during closed session.
 14. **Old Business/New Business:** New business was brought up by Director Yocum about the Board Member Training Seminar in Sacramento on January 30, and how the transportation, and/or lodging would be handled. It was decided that the Office Manager/Board Clerk would make the needed arrangements for the board members that are attending.
 15. **Adjournment:** A motion was made to adjourn the meeting by Director Little and Seconded by Director Shelters, with a vote of 5-Yes, and 0-No votes to adjourn. The meeting was adjourned at 10:50 p.m.

Respectfully Submitted by Board Clerk:
 Jeff Luke Titcomb

Signed by Clerk Titcomb _____

Signed by Chairperson Smith _____