



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
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Board of Directors

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

MINUTES

Regular Meeting of the Board of Directors

Wednesday, December 11, 2013 6:30 p.m.

IVCSD Office 127 Crescent Street Suite #1 Greenville, CA. 95947

1. **Call to Order/Roll Call:** Jeff Titcomb, Board Clerk called roll and all of the Directors were present. Director Smith, Director Yost, Director Yocum, Director Little, and Director Shelters.
2. **Pledge of Allegiance:** Chairperson Shelters led those in attendance in the pledge of allegiance.
3. **Adoption of Agenda:** Director Yost made a motion to accept the agenda as presented and it was seconded by Director Yocum. All were asked to vote and all directors voted, 5-Yes, 0-No
4. **Approval of Minutes for November 2013:** Director Little made a motion to accept the minutes as presented, and seconded by Director Shelters. All were asked to vote and all directors voted, 5-Yes and 0- No.
5. **Public Comment:** Mark Delizio gave public comment about the policy and procedures, and specifically the section holding the landlord, or parcel owner responsible for the water/sewer bills of the tenants. His specific comments can be heard in full on the IVCSD website.
6. **LAFCO/I.V. Fire Department:** Discussion. John Benoit from LAFCO attended with Supervisor Goss and addressed the board of directors about the possibility of a separate district, and the feasibility of a separation. Many issues would need to be addressed if this were to happen and many specifics were given as to how it would happen. His full comments can be heard on the audio recordings of the meeting on the IVCSD website.
7. **Directors Reports:**
 - a. Director Yost attended the Plumas County Special Districts Association meeting in Quincy, CA. on November 20, 2013 and reported that they are thankful for our participation. They discussed the affiliation and benefits of the California Special Districts Association, of which we are a member, and had some discussion of the Rosenberg Rules of Order and the Roberts Rules of Order for a guideline to our monthly meetings. He reported that January 2014 would be the next meeting.
 - b. Director Smith reported that he and General Manager Lawson attended a training seminar in Napa, California, and that he felt extremely satisfied about

being able to attend this training, and that they both found it very informative and useful. General Manager Lawson has more training sessions planned for the Board Clerk/Office Manager in February 2014, as well as more board member training for the board members in 2014.

8. Committee Reports:

- a. **Personnel and Planning:** This committee did meet and discussed items of a revised “Mission Statement” for the district and discussions of a specific mission for each committee, in regards to having strong leadership and vision in these committee meetings, that can lead the district in providing needed services to the community.
- b. **Finance:** This committee did meet and John Breaux attended to give specific explanation about reports and budget information that gets put into the monthly board packet. The committee reviewed the bank statements. It was reported that a good balance in the accounts is helpful and that the bills are being paid with reserves happening as well. The committee looked at some of the completed audits, and that they will be reviewed further, and that they will also address policies and procedures, and update if needed.
- c. **IVASA:** IVASA did not meet but has a Board of Directors meeting scheduled for January 14, 2014 where they will select a replacement board member for Nancy Lund and other regular business items of the board.
- d. **Ordinance:** This committee did meet and discussed changes in policies and procedures as the district moves forward in regards to its mission and services provided to the community, more specific policy changes will be addressed in the January 2014 meeting.
- e. **Public Relations:** This committee did meet and no complaints are before them at this time. They discussed having a complaint function on the IVCSO website so that they would not need to be physically turned in at the office. This function would allow the form to be printed and mailed or e-mailed to the office staff or the website manager.

9. Election of Board of Directors Officers: Director Smith was nominated by the board members to be the new Chairperson for the 2014 calendar year. Director Yocum was nominated as Vice Chairperson for the 2014 calendar year. Both nominees accepted the nominations. Director Shelters made a motion to appoint these directors in their new positions and Director Little seconded the motion. The vote was held and 5- Yes, 0- No.

10. Utility Operations Report: General Manager Lawson referred all to page 5 of the board packet, which deals with lake levels at Round Valley Lake, and reports that lake levels are very low on a 5 year average.

- a. **Greenville Water:** Some new leaks popping up and possible tie to an engineering study, and work with this study that has them in physical contact with the infrastructure that can result in some leak activity.
- b. **Crescent Mills Water:** The reporting is now going to the state level instead of the Plumas County Department of Health. Very good performance of this system with losses at a very low level and production matching sales levels.

- c. Greenville Sanitation: Current inspection by the engineering study shows that for an old system the condition of waste water pipes is good. There is no official report yet from the study of the waste water system.
- d. Taylorsville Sanitation: The system is in good condition and no issues to report. Charts are provided in the board packet and available on the IVCSO website.

11. Fire Department Report: Chief Hamblin reported that transition to new support personnel duties are going well. 37 calls were handled in November and 18 medical calls. Some specific items dealing with personnel changes were discussed and discussion about electronic filing to NFIRS system. It was reported that training sessions are happening and will continue on a monthly basis. Mavis Somers has planned a Winter social for January 11, 2014 and proceeds to go towards specific equipment needed.

12. Manager/Financial Report-Streetscape Inspection and Repair:
It was reported that an official study report hasn't been reviewed yet but should be available soon.

13. Old Business/New Business: No old business or new business was reported.

14. Adjournment: Director Yost made a motion to adjourn the meeting and seconded by Director Little, all voted, 5- Yes, 0- No. Meeting adjourned at 8:24 p.m.

Minutes respectfully submitted by: Jeff Luke Titcomb, Board Clerk.

Signed by Clerk Titcomb



Signed by Chairperson Shelters

