



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

Brad Smith, Chair
Mike Yost, Vice-Chair
Blake Shelters
Jane Braxton Little
Matt Cassol

Minutes of the IVCS D Board of Directors Meeting November 12, 2014 at 6:30 p.m. 120 Crescent Street Greenville Community Town Hall, Greenville, California 95947

1. **Call to Order/Roll Call:** Present were Chairman Brad Smith, Director Blake Shelters, Director Jane Little, Director Matt Cassol, Director Mike Yost, General Manager Jesse Lawson, Maintenance Don Silva, Fire Chief Jim Hamblin, Board Clerk/Secretary Jeff Titcomb, Constituents of the Indian Valley.
2. **Pledge of Allegiance:** Chairman Smith led the group in the Pledge of Allegiance.
3. **Adoption of the Agenda:** Some changes were made to the agenda including correction of the date of the October 8, 2014 minutes, in addition approval of the minutes for the Special Meeting, adjourned meeting of October 17, and to October 21, 2014. Audits: Discussion/Action between number 13 and number 14 on the agenda. A motion was made by Director Little to accept the agenda as modified and seconded by Director Shelters. A vote was called for with 5-Yes votes and 0- No votes. This motion carries unanimously.
4. **Approval of Meeting Minutes of October 8, 2014 and Special Meeting Minutes of October 17, 21, 2014:** Some changes were made to item 5 on the special meeting minutes to reflect that no contract was available for the board to review, which prompted continuing, and the meeting to October 21, 2014, as an adjourned meeting, as provided for by California law. A motion was made to approve both sets of minutes, with changes to the special meeting minutes as suggested. Director Shelters made the motion and it was seconded by Director Cassol. A vote was called for with 4- Yes votes and 0- No votes, and 1- Abstention by Director Yost.
5. **Public Comment:** One public comment was offered and can be heard on the audio recording of the meeting. <https://soundcloud.com/jeff-luke-titcomb/audio-november-2014>
6. **Directors Reports:** No reports were offered at this time.
7. **Committee Reports:**
 - a. **Personnel and Planning:** This committee did meet and many were present to participate. This meeting focused around one subject matter for the entirety of the meeting, and the subject was about hiring one additional maintenance person to assist with infrastructure construction and repairs.
 - b. **Finance Committee:** This committee did meet and the third party accountant John Breaux of Barnard & Assoc. was present to go over finances. The bank statements were reviewed and posted to the binder in the IVCS D office. The bank statements come to the board directly through a separate post office box and are then processed in Finance Committee meeting.
 - c. **IVASA:** IVASA did meet and held a special meeting of the board to renew a contract with South Lassen Ambulance/Mountain Lifeflight that is good until 2019. It was reviewed that the tri-fold document with personal insurance application needed to be updated and that Board Clerk Titcomb would make the needed changes to the document, and that it would be included in the billing envelopes of the IVCS D when modified. For online information and links: <http://indianvalleycsd.com/indian-valley-ambulance-service-authority.htm>
 - d. **Ordinance:** This committee did meet and reviewed ordinance changes. It is tedious and time consuming work to make sure that the verbiage is correct, and so each line of text needs to be reviewed and accepted, or changes made and recommended by the committee for approval by the larger board of directors. It was decided that for convenience to the various directors that Ordinance Committee and

Public Relations Committee would change time slots on that Monday night, so that the Public Relations Committee now will meet at 6:00 p.m. and that the Ordinance Committee will meet at 5:00 p.m.

- e. **Public Relations:** This committee did meet and dealt with just one past complaint. This complaint has seen review before but still had unresolved issues that the committee needed to take a fresh look at it from the beginning, and then see if some additional action was needed. Director Little will follow up with legal counsel for advice, directing the committee to take appropriate action.
- f. **Parks:** This committee did not meet.
- g. **Water:** This committee did not meet.
- h. **Fire Protection Consolidation Committee:** This committee did not meet as board members haven't been chosen yet.
8. **Fire Protection Consolidation Committee:** Director Smith volunteered to be a representative from the IVCS board as did Director Shelters. Director Little then made a motion to accept Director Shelters and Director Smith as the IVCS representatives to this committee. The motion was seconded by Director Cassol and a vote was called for with 5- Yes votes, and 0- No votes. This motion carries unanimously.
9. **Fire Department Report:** Call volume was down for the month but has seen a slight rise as of the last week. It was reported that 1 extrication from a vehicle was needed and accomplished successfully. Chief Hamblin reports that fire truck maintenance is being done, and that a primer pump issue was being addressed. It was reported that an Operation & Equipment Readiness Analysis and Report were being done, and would be turned submitted to the board as soon as possible. He reported that we should become a Fire Wise Community and that this item will be added to the next month's agenda. A presenter would come to the meeting and give information as to how to become a Fire Wise Community, so this will be on the December agenda. Chief Hamblin reports that the paperwork for the 501-C3 non-profit status for the association is finished and returned to the IRS, and that they are awaiting a response. When asked about the \$54,190.26 in the Fire Association's bank account, Chief Hamblin reported that it is to be used for equipment and gear for the volunteer firefighters. Thanks came from a constituent for recent, efficient response to two separate automobile accidents that involved rescue efforts. Some questions and answers were given regarding property identification signs and the balance of association funds.
10. **Solar Project Financial Report:** The company representative that was suppose to give the report was ill and could not attend the meeting. This will be tabled until the December meeting.
11. **RCAC Loan Extension:** Loan extension #9 with RCAC for this bridge loan and should be the last extension, as the audits will be finished and a work out agreement can be filed to pay the remainder of the loan. A motion to file the loan extension was made by Director Little and seconded by Director Shelters. A vote was called for with 5- Yes votes, and 0- No votes. This motion passes unanimously.
12. **Cooperative Fire Protection Agreement with the U.S.F.S.:** After a short discussion a motion was made to have G.M. Lawson sign the contract for the district with the U.S.F.S. The motion was made by Director Shelters and seconded by Director Cassol. A vote was called for with 5-Yes and 0- No votes. This motion passes unanimously.
13. **BNSF Request:** No contract available at this time. Item will be tabled until the December 10, 2014 meeting.
14. **Audits:** Director Little led a discussion about the need to finalize the audits noting that the board takes seriously its role in making sure that audits are being done. It was mentioned that the funds are available to finalize the audits completely, and bring them current. Director Little made a motion to direct the general manager to make completing and paying for all audits a priority. Director Yost seconded the motion and a vote was called for with 5- Yes, and 0- No votes. This passes unanimously.
15. **Maintenance Report:** Don Silva reports that 30 work orders were completed, that 4 major leaks occurred, and that one of these was an 8" main that blew apart in the ground and was leaking such a volume as to cause the notification equipment to show that immediate action was required. This leak occurred in the early morning hours on a Sunday and Mr. Silva knew that it was a serious problem, and that he would need additional help, so the general manager was called out to assist in the detection of the leak, and the exposure of the location of the leak. There was a 50 minute response time frame and only

14 parcels were shut down for approximately 5 hours to restore service. Due to the volume of water lost during the leak bacteria testing was required to ensure public safety. New service lines and meters are being installed as needed, reports Mr. Silva. A lateral line was completed under Greenville Wolf Creek Road by way of a demonstration piece of equipment that the district is looking at purchasing. This piece of equipment, he reports, is needed to reduce the amount of damage caused to roadways to repair old leaking lines, and restore services with the least amount of cost and damage. He reports that the piece of equipment is needed and that an industrial sized air compressor would be required too, in order to make the tool work as demonstrated. He reports that the clearing at the Round Valley dam was complete and ready for the seepage weir to be installed. He is still working on a security gate for the water plant, he still needs to do some asphalt work, and that the service truck bed is being installed on the Dodge 1 ton truck.

16. Utility Operations Report:

- a. **Greenville Water:** G.M. Lawson reports that an average of 57 million gallons sold. He spoke again of the 8” main line failure, the timeframe of response, and that he is proud to say that the leak was detected quickly enough that no boil water notices were needed, and that only 14 parcels were affected.
- b. **Crescent Mills:** This system runs along with minimal losses as usual, and is the goal for the Greenville water system. Nothing really more to report on this system at this time.
- c. **Greenville Waste Water:** There are some grant funds available from the state to assist with maintenance issues for the sewer ponds but the general manager reports that no extra time is available right now to work on these. He will address them when he gets the time to do so.
- d. **Taylorsville Waste Water:** A \$200,000.00 proposition 50 funded grant is secured to address the issues with the Taylorsville system. It will be for replacing some pipe that was inadequate for its intended purpose, and to upgrade certain parts of the overall system. It’s important that this system function properly to avoid any kind of a spill into the local waterways.

17. Managers Report: G.M. Lawson reports that the annual USDA loans have been paid and that funds have been transferred to our reserves account as required. Proposition 50 funds have been secured for the Greenville Streetscape Project along the Highway 89 corridor through Greenville, CA. These infrastructure improvements will begin soon and there is a tight deadline to finish. Some questions and answers were handled at this time. G.M. Lawson is relieved that the loans were paid and that the financial condition of the district is improving.

18. New Business/Old Business: A constituent asked about the total for the overall insurance costs for the district and the general manager gave an estimate, but he reports that he will follow up with a phone call with the exact number.

19. Constituents Questions and Answers about the Leanna Moore Criminal Case: This portion of the meeting began with a statement from Director Little about some of the mistakes she thought were made by the board and an agreement by a few of the other board members that were involved during the time frame of Leanna Moore being the general manager. Eighteen questions that were presented by the constituents at this time and answers given, and you can hear these on the audio recording of the meeting. <https://soundcloud.com/jeff-luke-titcomb/audio-november-2014>

20. Adjournment: A motion to adjourn this meeting was made by Director Cassol and seconded by Director Shelters at 9:17 p.m. A vote was called for with 5- Yes and 0- No votes. This meeting is adjourned.

Signed Chairman Brad Smith: _____

Signed Board Clerk: _____