



Indian Valley Community Services District

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

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Board of Directors

Lee Anne Schramel
Sarah Holcomb
Philip Shannon
Robert Heard
Mina Admire

Minutes of the Regular Meeting of the Board

October 12, 2016 at 6:30 p.m.

Greenville Community Town Hall, 120 Bidwell Street
Greenville, California 95947

1. **Call To Order/Roll Call:** Chairperson Schramel called the meeting to order at 6:34 p.m. Board Clerk Titcomb called the roll with Director Schramel, Director Holcomb, Director Shannon, G.M. Gallagher, Chief Hamblin, and Constituents of the Indian Valley present. Director Admire and Director Heard were absent.
2. **Pledge of Allegiance:** Chairperson Schramel led the group in the pledge.
3. **Approval of the Agenda:** A motion to approve the agenda as presented was made by Director Shannon and seconded by Director Holcomb. A vote was called for with 3 Yes votes, and 0- No votes, and 2- Absent, Director Heard and Director Admire.
4. **Public Comment:** No comments were presented at this time.
5. **Approval of Meeting Minutes of September 14, 2016:** The minutes were presented in the board packet and the chair entertained a motion for approval. A motion was made by Director Shannon and seconded by Director Holcomb. A vote was called for with 3- Yes votes and 0- No votes, and 2- Absent, Director Heard, and Director Admire.
6. **Finance Report:**
 - a. **Review list of September 2016 List of Checks, and Profit & Loss Financial Report:** John Breaux wasn't present at this meeting but he did attend the Finance Committee meeting the week before. G.M. Gallagher presented the list of checks printed in the board packet. The board had little discussion of the list, Chairperson Schramel offered thanks for the notes in the margin that explained the specifics of some of the checks. It was opened up to the public for questions and answers. The Profit & Loss statement was open for discussion as presented in the board packet. There was little discussion by the board members and then opened up to the public for questions and answers.
7. **Directors Reports:** Director Shannon and Director Holcomb didn't have any extra items to present. Director Schramel attended a Tree Mortality Task Force meeting and reported on the committee that was set up to look at tree mortality due to drought effects, and bug infestations.
8. **Committee Reports:**
 - a. **Personnel & Planning:** This committee did meet. The topics on the agenda were the Chuck Clay Park, and the I.V. Swimming Pool. The continuation of the policy handbook revision, and the General Manager's contract/agreement.
 - b. **Finance:** This committee did meet and the topics of discussion were the Sept. list of checks, and the Profit & Loss statements. Other topics included, outstanding fees and debt, the refinancing of the overall district debt, and the review of quotes for a computer server/computer security.
 - c. **Public Relations:** This committee did meet and the topic of discussion is the complaints form and any registered complaints, issues, or ideas.
 - d. **Ordinance:** This committee did meet and the topic for discussion was any ordinance review, reviewing a board policy, and the continue of the policy handbook revision.

9. **Fire Department Report:** Chief Hamblin reported on the frequency of calls that was in the board packet. He also reports on the water tank that was taken from the old water tanker truck and put it on the diesel truck that was purchased for a water tanker. He reported that the elementary school kids were able to visit the fire hall and see the trucks, see the equipment, and some exposure to a firefighter wearing a facemask with breather apparatus, so that if they ever experience it during an emergency they won't be frightened by the mask. He reports that he will be attending the Fire Safe Council meeting in Quincy. It was reported that the damage to the façade and trim would be repaired as quickly as possible. A constituent, (T. Henrich), asked about the repair of the air horn on the fire station. It was reported that the general manager and the chief operator met and decided a direction that needs to be taken to repair it.

10. **New Business:**

- a. **Approve Resolution 2016-013, Approve Application for Soccer Grant:** G.M. Gallagher presented his staff report from the board packet concerning the grant intended for improvements to the Greenville Community Park. The board had some discussion about the subject and realizing the short timeline involved it was decided that the board have a special meeting sometime in late October to approve this resolution, when more information would be provided.
- b. **Approve Amendment to 3150 Purchasing Policy:** G.M. Gallagher presented his staff report in regards to the purchasing policy and it can be found in the board packet. This policy was brought to the attention of the district by the auditors due to the fact that we weren't following the policy as written. A motion was made to approve the amendment to the policy as presented in the board packet by Director Shannon, and seconded by Director Holcomb. A vote was called for with 3- Yes and 0- No, and 2- Absent, Director Heard, Director Admire.
- c. **Approve Bid For Computer Server with Contractor:** G.M. Gallagher referred the group to the board packet and the staff report giving his opinion on the differences between the 2 proposals. He reported that the expense wouldn't hit until after the tax check from the county comes in January of 2017. The board had some discussion about the subject and the fact that 2 members of the board were absent, and that the attending members would feel most comfortable with input from the 2 members that were absent. A motion was made to table the action item for this until the November meeting by Director Shannon, and seconded by Director Holcomb. A vote was called for with 3- Yes votes, and 0- No votes, with 2- Absent, Director Heard and Director Admire.

11. **Old Business:**

- a. **Completion of Taylorsville Project:** G.M. Gallagher reported that the switch is set to be installed within the next day or so. Nearly complete and should be done very shortly.
- b. **Greenville Streetscape:** The storm drains are being installed and most of the work is being finished for the year. Winter will slow down the works and most finish work will be done next summer.
- c. **Other Business From The Floor:** None presented at this time.

12. **G.M.'s Report:** G.M. Gallagher referred the group to his list of items in the board packet. He reported on the purchase of a truck for the fire department, a brief finalization of the Taylorsville project, and his progress on the grant that he's working on for the Greenville Community Park. He reports that the refinancing of the district's debt is looking good, the one day of auditing was completed, and that another day to finish would be done. He reports that a new set of signs were installed on the Greenville fire hall. He reports that the existing water projects needs to be wrapped up as the weather is turning to winter and these projects are subject to the cold weather. He attached the water production charts in the board packet for Crescent Mills and for Greenville, as a comparison against previous years.

13. **Closed Session: Public Employee Evaluation:** The board went into closed session at 7:35 p.m. The board came back into open session at 8:40 p.m. There was nothing to report at this time.

14. **Adjournment:** The meeting was adjourned unanimously at 8:41 p.m.

For more information and past minutes, audio, and future agendas feel free to visit the IVCS D website at www.indianvalleycsd.com Thanks So Much!

Signed Board Chair: Robert Neer

Signed Board Clerk: Joy Lulu Frest