



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

Mina Admire
Wayne Dannemiller
Lee Anne Schramel
Robert Heard
Bob Orange

AGENDA

ADJOURNED-REGULAR MEETING OF THE BOARD OF DIRECTORS

Thursday, June 11, 2020, 6:00 P.M.

Town Hall, 120 Bidwell St., Greenville, CA. 95947

Because of the Plumas County Regulations regarding COVID19, please wear a mask to the meeting. We will be spacing the seats at 6' intervals so as to maintain social distancing.

1. Call to Order/Roll Call: Admire, Dannemiller, Heard, Orange, Schramel
2. Pledge of Allegiance:
3. Agenda Approval:
4. Public Comment: The public may address the Board on any item **NOT** on the agenda. Pursuant to state law, the Board may not discuss or 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.
5. Approval of Meeting Minutes **May 13, 2020**. Discussion/Action:
6. Finance Report:
 - a. Review list of May 2020 Checks & May 2020 Profit and Loss Financial Report. Discussion;
7. Directors Reports: For Discussion of Conferences, Workshops, and Meetings Attended. Correspondence and Other IVCSD Related Activities:
8. Committee Reports:
 - a. Finance:
 - b. Personnel, Administration & Public Relations:
 - c. IVASA: Meeting in July 2020.
9. Fire Department Frequency Report; Calls for Service: Calls, Training, etc.:
10. New Business:
 - a. Fire Department Memorial Naming. Discussion:
11. Old Business:
 - a. 457 Plan Discussion:
 - b. Continued Budget Discussion:
 - c. Plan to Hire Water/Wastewater Employees. Discussion:
 - d. IRWM Grant Info – Tracey Ferguson – Discussion:
 - e. Emergency Response Plan Board Training – Discussion:
 - f. Special Meeting Requested; Fire Needs and ISO planning – Discussion:
12. General Manager's Report. Discussion:
13. Closed Session:
 - a. PUBLIC EMPLOYEE PERFORMANCE EVALUATION;(Government Code section 54957) Title: General Manager:
14. Report out of Closed Session.
15. Adjournment: **Next Regular Meeting July 8, 2020, 6:00 p.m. at Town Hall, 120 Bidwell St.**

IVCSD
Check Detail
May 2020

Type	Num	Date	Name	Account	Original Amount	Explanation
Services						
Bill Pmt -Check	12767	05/08/2020	Evergreen Market	10005 - Plumas Bank 9449	-34.98	
Bill Pmt -Check	12768	05/08/2020	Greenville USPS	10005 - Plumas Bank 9449	-500.00	
Bill Pmt -Check	12769	05/08/2020	Law Office of Gregory Einhorn	10005 - Plumas Bank 9449	-209.00	
Bill Pmt -Check	12770	05/08/2020	Mohawk Trading Co.	10005 - Plumas Bank 9449	-817.54	tires
Bill Pmt -Check	12771	05/13/2020	Feather Publishing	10005 - Plumas Bank 9449	-134.00	
Bill Pmt -Check	12772	05/13/2020	Frontier	10005 - Plumas Bank 9449	-973.02	
Bill Pmt -Check	12773	05/13/2020	McMaster-Carr	10005 - Plumas Bank 9449	-433.73	
Bill Pmt -Check	12774	05/13/2020	Network Innovation	10005 - Plumas Bank 9449	-757.50	
Bill Pmt -Check	12775	05/13/2020	Scott Tanner Business Equipment	10005 - Plumas Bank 9449	-119.97	
Bill Pmt -Check	12776	05/14/2020	US Bank	10005 - Plumas Bank 9449	-148.38	
Bill Pmt -Check	12777	05/26/2020	Flanigan-Leavitt Insurance	10005 - Plumas Bank 9449	-1,628.00	
Bill Pmt -Check	12778	05/26/2020	Hunter Hardware	10005 - Plumas Bank 9449	-38.42	
Bill Pmt -Check	12779	05/26/2020	Nelz Towne Pump	10005 - Plumas Bank 9449	-1,596.49	Fuel
Bill Pmt -Check	12780	05/26/2020	Network Innovation	10005 - Plumas Bank 9449	-287.50	
Bill Pmt -Check	12781	05/26/2020	Thatcher Company of CA	10005 - Plumas Bank 9449	-575.00	
Bill Pmt -Check	12782	05/26/2020	USA BlueBook	10005 - Plumas Bank 9449	-112.33	
Bill Pmt -Check	12783	05/26/2020	AT&T Mobility	10005 - Plumas Bank 9449	-229.96	
Bill Pmt -Check	12784	05/26/2020	Feather River Solar Electric	10005 - Plumas Bank 9449	-77.04	
Bill Pmt -Check	12785	05/26/2020	Jean Johns	10005 - Plumas Bank 9449	-750.00	
Bill Pmt -Check	12786	05/26/2020	Quill	10005 - Plumas Bank 9449	-353.97	
Check		05/01/2020	Wells Fargo	10005 - Plumas Bank 9449	-102.31	
Check		05/05/2020	Umpqua Bank	10130 - UMPQUA Bank 6454	-4,565.37	Previous Month Credit Card
Check		05/11/2020	Umpqua Bank	10130 - UMPQUA Bank 6454	-22.90	
Check		05/11/2020	Umpqua Bank	10130 - UMPQUA Bank 6454	-676.07	
Check		05/11/2020	Umpqua Bank	10130 - UMPQUA Bank 6454	-953.63	
Check		05/20/2020	Umpqua Bank	10130 - UMPQUA Bank 6454	-28.20	
Check		05/26/2020	Umpqua Bank	10130 - UMPQUA Bank 6454	-1,299.68	
Check		05/27/2020	PG&E	10005 - Plumas Bank 9449	-4,024.28	
Check		05/27/2020	PG&E	10005 - Plumas Bank 9449	-137.46	
Total Services					-21,586.73	
Payroll and Benefits						
Check		05/28/2020	Blue Shield of CA	10005 - Plumas Bank 9449	-2,435.85	
Liability Check		05/04/2020	QuickBooks Payroll Service	10005 - Plumas Bank 9449	-7,402.06	
Liability Check		05/08/2020	EFT - 941	10005 - Plumas Bank 9449	-2,716.96	
Liability Check		05/08/2020	EFT - EDD	10005 - Plumas Bank 9449	-535.58	
Liability Check		05/19/2020	QuickBooks Payroll Service	10005 - Plumas Bank 9449	-7,166.69	
Liability Check		05/27/2020	EFT - EDD	10005 - Plumas Bank 9449	-12.28	
Liability Check		05/27/2020	EFT - 941	10005 - Plumas Bank 9449	-2,585.76	
Liability Check		05/27/2020	EFT - EDD	10005 - Plumas Bank 9449	-515.41	
Total Payroll					-23,370.63	
Grand Total					-44,957.36	

6

IVCSD
Deposit analysis-April 2020

	Original
Water Collections per spreadsheet	45,177.51
Wastewater Collections per spreadsheet	<u>17,288.87</u>
Total collections per spreadsheets	<u><u>62,466.38</u></u>
Plumas checking deposits	56,883.70
Umpqua Merchant Processing deposits	<u>112,186.96</u>
Total received-Banks	<u>169,070.66</u>
Less other deposits from daily deposit spreadsheet:	
Restitution	100.00
PC reimbursement Ferrellgas	1,350.76
Fire dept donations	1,775.00
escrow checks	465.19
Property taxes	102,660.88
net change to customer deposits	(915.80)
insurance reimb	1,067.23
Fire donation	
Total other known deposits	<u>106,503.26</u>
Remaining should be = collections	62,567.40
Difference	<u><u>(101.02)</u></u>

INDIAN VALLEY CSD
 CASH ALLOCATION BY FUND
 May 31, 2020

	Balance 5/31/2020	Balance 4/30/2020	Balance 5/31/2019	Balance 4/30/2019
Plumas 9449	94,373.83	74,901.64	76,311.05	51,542.98
Umoqua 6454	109,904.26	5,263.15	6,939.12	2,896.66
Umoqua 8878	19,013.01	19,012.20	175,364.25	170,201.93
LAF	244,235.32	244,235.32	238,671.38	218,671.34
	<u>467,526.42</u>	<u>343,412.31</u>	<u>497,285.80</u>	<u>443,312.91</u>

	Admin	Park	Fire	Lighting	Total General	Water	Wastewater	Total
Cash Balances at 4/30/2020	\$ 45,667.32	\$ 51,776.60	\$ 46,737.74	\$ 15,245.21	\$ 159,426.87	\$ (20,775.82)	\$ 204,761.26	\$ 343,412.31
Net change to Cash May 2020	24,273.17	19,545.58	57,346.07	5,858.95	107,023.77	3,252.11	13,838.23	124,114.11
Cash Balances at 5/31/2020	<u>\$ 69,940.49</u>	<u>\$ 71,322.18</u>	<u>\$ 104,083.81</u>	<u>\$ 21,104.16</u>	<u>\$ 266,450.64</u>	<u>\$ (17,523.71)</u>	<u>\$ 218,599.50</u>	<u>\$ 467,526.42</u>

Type	Total-May	May	YTD	YTD
Medical	16	76%	104	74%
Lift Assist	0	0%	6	4%
Fire	3	14%	16	11%
MVA	2	10%	7	5%
PR	0	0%	1	1%
Hazardous Condition	0	0%	6	4%
Total	21	100%	140	100%

Location of calls	Total-May	May	YTD	YTD
Greenville	17	81%	99	71%
Taylorsville	1	5%	9	6%
Crescent Mills	3	14%	32	23%
Total	21	100%	140	100%

Training Participation (16 Volunteers)

5-May	By Phone	69%
12-May	By Phone	63%
19-May	By Phone	56%
26-May	By Phone	38%

Total Calls per Month

January	23
February	23
March	48
April	25
May	21

Indian Valley Community Service District Staff Report

To: Wayne Dannemiller, Board Chairperson

From: Chris Gallagher, General Manager

Topic: Fire Department Memorial Naming

Date: June 11, 2020

Summary:

As many of you might know, there was a fundraiser for the Fire Department in memory of Ken Tucker, the owner of the Evergreen Market IGA, who passed away recently. Approximately \$1,275 was raised during that fundraiser.

+ Centella match \$1,675.00 + \$110.00

As a result of this fundraiser, there was an idea to possibly name each of our stations after someone in the community that had contributed to the success of the fire department. I thought this would be a great discussion item, especially due to the tight knit community here in Greenville.

Recommendation:

Discuss the possibility of adopting such a naming convention and give direction to staff.

Indian Valley Community Services District

FY 20/21 Budget

Total Budget - Summary

Aggregate of Departments

	Wastewater 2	Water 1	Fire	Park 3	Lighting	Total	Admin
Revenues	23.7%	56.1%	15.2%	2.9%	2.1%		
30304 Service Charges Sewer	\$214,318		\$0	\$0	\$0	\$214,318	\$0
30314 Service Charges Water		\$382,057				\$382,057	
30314.1 Reserve Revenue		\$29,000				\$29,000	
30315 Water Use Revenue	\$0	\$175,000	\$0	\$0	\$0	\$175,000	
30316 Penalties Water		\$14,000	\$0	\$0	\$0	\$14,000	\$0
30318 Penalties Sewer	\$4,565					\$4,565	
31321 Tax Revenue	\$17,000		\$150,000	\$30,000	\$23,300	\$220,300	
31326 Interest Revenue	\$2,500	\$1,000	\$0	\$0	\$0	\$3,500	\$4,000
31327 Grant Revenue	\$0	\$428,000	\$10,000	\$0	\$0	\$438,000	\$0
31330 Misc Revenue	\$20,000	\$9,500	\$15,000	\$1,100	\$0	\$45,600	\$4,500
30320 Administrative Income							\$258,073
Total Revenue	\$258,383	\$1,038,557	\$175,000	\$31,100	\$23,300	\$1,526,340	\$266,573
Expenses							
SALARIES AND BENEFITS							
40010 Salaries & Wages	\$82,753	\$90,853	\$32,414	\$10,400	\$0	\$216,420	\$137,691
40011 Overtime Wages	\$2,483	\$2,725	\$0	\$312	\$0	\$5,520	\$4,000
40012 Pager Duty	\$2,800	\$2,800	\$0	\$0	\$0	\$5,200	\$0
40015 EE Benefit (Health Ins. & Empl. Taxes)	\$14,600	\$19,600	\$2,500	\$0	\$0	\$36,700	\$31,922
40016 Workers Comp	\$3,500	\$3,800	\$7,500	\$412	\$0	\$15,212	\$6,500
Total Personnel Expense	\$105,936	\$119,579	\$42,414	\$11,124	\$0	\$279,052	\$180,113
% WC	16%	18%	35%	2%			30%
SERVICES AND SUPPLIES							
40017 Mapping & CAD & GIS & Software	\$0	\$2,000	\$0	\$0	\$0	\$2,000	\$7,000
40018 Advertising/Legal Notices	\$100	\$50	\$0	\$0	\$0	\$150	\$0
40023 Insurance - Liability	\$0	\$16,906	\$6,712	\$0	\$0	\$23,618	\$0
40024 Communications	\$4,500	\$3,300	\$1,750	\$0	\$0	\$9,550	\$0
40025 Office Expense/Billing Stock, Supplies	\$1,500	\$1,600	\$600	\$0	\$0	\$3,700	\$8,000
40026 Rent & Lease	\$500	\$1,000	\$0	\$0	\$0	\$1,500	\$18,600
40027 Memberships	\$250	\$800	\$250	\$0	\$0	\$1,300	\$4,000
40028 Food and Household Items	\$1,000	\$250	\$800	\$0	\$0	\$2,050	\$0
40030 Bank and Credit Card Fees	\$1,500	\$2,000					
40031 Professional Services (Rate Study)	\$19,000	\$30,000	\$750	\$0	\$0	\$49,750	\$31,000
40033 Customer Payments							
40035 Travel, Meetings & Training	\$2,000	\$2,500	\$20,000	\$0	\$0	\$24,500	\$7,500
Vehicle Expense							
40041 Fuel	\$2,000	\$5,600	\$5,800	\$300	\$0	\$13,700	\$500
40042 Repairs	\$4,000	\$3,500	\$4,000	\$0	\$0	\$11,500	\$500
40043 Mileage Reimbursement	\$500	\$500	\$0	\$0	\$0	\$1,000	\$1,800
40040 Vehicle Expense Other							
Utilities							
40051 Utility - Electrical	\$14,280	\$32,000	\$2,400	\$700	\$12,400	\$61,780	\$1,560
40052 Utility - Garbage	\$0	\$25	\$0	\$2,000	\$0	\$2,025	\$0
40053 Utility - Propane/oil	\$500	\$2,000	\$1,500	\$200	\$0	\$4,200	\$250
40055 Small Tools	\$800	\$3,000	\$1,200	\$200	\$0	\$5,200	\$0
40056 Supplies	\$6,000	\$15,000	\$2,650	\$1,250	\$0	\$24,900	\$500
40057 Postage	\$1,180	\$1,180	\$0	\$0	\$0	\$2,360	\$500
40061 Repairs & Maintenance	\$5,000	\$6,000	\$2,000	\$0	\$0	\$13,000	\$250
40062 State Required Eng./Testing Reports	\$5,000	\$16,000	\$0	\$0	\$0	\$21,000	\$0
40068 Permits and Inspections	\$45,865	\$17,430	\$0	\$340	\$0	\$63,635	\$0
40075 Safety	\$1,250	\$2,000	\$2,500	\$307	\$0	\$6,057	\$500
40078 Property Tax	\$300		\$0	\$0	\$0	\$300	\$0
40100 Administrative Expense	\$61,269	\$144,779	\$39,126	\$7,375	\$5,525	\$258,073	\$0
Total Services and Supplies	\$178,294	\$309,420	\$92,038	\$12,672	\$17,925	\$606,848	\$82,460
50500 Debt Service	\$24,582	\$193,028	\$15,712	\$0	\$0	\$233,322	\$0
50501 USDA Reserve Requirement - 10% prmts/yr	\$0	\$0	\$1,571	\$0	\$0	\$1,571	\$0
50505 Operating Reserve	\$0	\$0	\$0	\$0	\$0	\$0	\$0
50506 Capital Improvements/Projects (Lift Station)	\$125,000	\$428,000	\$19,736	\$0	\$5,000	\$577,736	\$4,000
50507 Replacement Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0
50508 SRF State Water Resources Control Board	\$0	\$4,542	\$0	\$0	\$0	\$4,542	\$0
Total Expenses	\$433,812	\$1,054,568	\$171,470	\$23,796	\$22,925	\$1,703,071	\$266,573
Operating Income	(\$175,429)	(\$16,011)	\$3,530	\$7,304	\$375	(\$176,732)	-
# OF CUSTOMERS	650	650					
RATES - Current	\$27.48	\$48.98	6,284.44				
PERCENTAGE CHANGE	0.00%	0.00%					
CURRENT CHARGE Oct 2019	\$27.48	\$48.98					
CHANGE \$	\$0.00	\$0.00					



PLUMAS COUNTY PLANNING & BUILDING SERVICES

PLANNING DEPARTMENT
DIRECTOR FERGUSON
555 Main Street, Quincy, CA 95971
(530) 283-6214

June 5, 2020

SUBMITTED VIA EMAIL: DWR_IRWM@water.ca.gov

Department of Water Resources (DWR)

RE: Change of Grant Applicant
Proposition 1 Integrated Regional Water Management (IRWM)
Round 1 Implementation Grant Application- Upper Feather River (UFR) IRWM Region

To Whom It May Concern:

The UFR Regional Water Management Group (RWMG) respectfully submits this request to replace the "Applicant" for the Proposition 1 IRWM Round 1 Implementation Grant Application, which is part of the Mountain Counties Funding Area.

Due to concerns regarding staffing capacity and DWR grant management experience, the previous applicant, Plumas County Community Development Commission, will be replaced with the County of Plumas as the Applicant which is prepared to enter into the Grant Agreement with DWR. The County of Plumas will administer the grant (Project 1) and provide support to the Sierraville Public Utilities District (Project 2) and the Indian Valley Community Services District (Project 3).

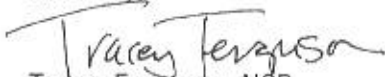
Plumas County has a long history of administering grant funding in the UFR IRWM Region. Further, the County has been the umbrella agency since 2014 for coordinating the UFR RWMG. In 2013/14, the County pursued and administered a Proposition 84 IRWM Planning Grant to update the 2005 UFR IRWM Plan, which was successfully updated to Proposition 1 standards in November 2016. Prior to that, Plumas County was again the lead agency in administering \$7 million in Proposition 50 IRWM funding that benefitted natural resource and municipal agencies and non-profits within the region.

The County is in the process of obtaining authority to enter into a Grant Agreement with the State of California by virtue of a Plumas County Board of Supervisors (Board) Resolution, which is anticipated to go before the Board on June 16, 2020 and will authorize the County to apply for and administer the grant and execute agreements with the State.

The County maintains all accounts according to Generally Accepted Accounting Principles and undergoes an annual audit from an outside auditing firm ensuring the accuracy of accounts. Further, Plumas County has over 20 years of proven experience in the successful administration of State grants through DWR.

Please contact me with any questions at (530) 283-6214 or traceyferguson@countyofplumas.com.

Sincerely,


Tracey Ferguson, AICP
Planning Director

cc: Sharon Thrall, Chair, UFR RWMG
Kevin Goss, Chair, Plumas County Board of Supervisors
Roger Diefendorf, Executive Director, Plumas County Community Development Commission
Lee Wright, Chair, Board President, Sierraville Public Utilities District
Paul Rose, Contract Certified Systems Operator, Sierraville Public Utilities District
Chris Gallagher, General Manager, Indian Valley Community Services District