Indian Valley Community Services District

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

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Minutes Regular Meeting Of The Board
May 11, 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 6:30 p.m. and Board Clerk Titcomb called roll, with the following being present: Director Schramel, Director Shannon, Director Holcomb, Director Admire, G.M. Gallagher, Chief Hamblin, Board Clerk/Secretary Titcomb, and Constituents of the Indian Valley. Director Heard was not present to answer roll call.
2. **Pledge of Allegiance:** Director Schramel led the group in the pledge.
3. **Adoption of Agenda:** It was recorded that an item 10 (d) was an emergency item that needed to be added and was received after the posting of the agendas in the community and with the press. The emergency verbiage was read aloud and without objection the item was added to the agenda. A motion to add this item and amend the agenda was made by Director Schramel and seconded by Director Shannon. A vote was called for with 4- Yes votes and 0- No votes, and 1- Absent director. This motion passes with a majority vote.
4. **Public Comment:** No comments were offered at this time.
5. **Approval of Regular Meeting Minutes of April 13, 2016:** A motion was made by Director Shannon and seconded by Director Holcomb to approve the minutes as presented. A vote was called for with 4- Yes and 0- No votes, and 1- Absent Director Heard. This motion passes with a majority vote.
6. **Finance Report:** Accountant John Breaux was not present at the meeting when this first came up so the board moved forward with the agenda skipping this at first, but came back to it after it was clear that Mr. Breaux would not be attending. G.M. Gallagher referred the group to the board packet and specifically the finance report section that reflects the monthly check register and the profit and loss spreadsheet. These items were discussed and questions were asked. The staff addressed the questions.
7. **Director's Reports:** It was reported that a meeting with streetscape for Greenville was attended by Director Schramel and G.M. Gallagher. It was reported that IVASA met to approve a contract with PHI Air Medical. It was reported that G.M. Gallagher and Director Schramel would be attending the Legislative Days for both the district and the Plumas County Special District's Association.
8. **Committee Reports:**
   a. **Personnel & Planning:** This committee did meet and are working on the revisions for the district policy handbook.
   b. **Finance:** This committee did meet with accountant John Breaux and he answered questions about the check detail report and the profit and loss spreadsheet. There were questions and answers, and some review of specific bills that were paid. Budget goal setting and planning so that a preliminary budget can be presented, and determined that the budget hearing could be done on June 8, 2016.
   c. **Public Relations:** This committee did meet and reviewed any complaints in the book. The topic of main discussion is the co-sponsored event with the Indian Valley Chamber of Commerce and the district to have the community volunteer to help clean, scrape, and paint the front of the Greenville Fire Hall, doors, trim, and brick sections.

d. **Ordinance:** This committee did not meet but will meet again May

9. **Fire Department Report:** The local school kids attended a field trip to the fire hall in Greenville and learned about the job, equipment, and the medical/ambulance folks were there too in order to give instruction and demonstrations. Chief Hamblin referred everyone to the board packet and the call volume spreadsheet. The call volume was down some for the month. He reports that regular Tuesday practices/training are going well. He reports that there are still issues with some of the trucks but that they are being addressed as quickly as possible. This is where he was questioned by the board for a firm timeframe for repairs. He reports that it is still up in the air as far as how quickly a part can be found or made to repair a truck in Taylorsville. He reports that he is actively searching for a water tender truck to replace the one in Greenville that is red tagged, and will never see service again. It is an ongoing struggle to keep older equipment running and maintained. He reports that the Noon whistle will be assisted in repairs by the maintenance department, and Don Silva. Again the board requested a specific timeframe for the completion of the repairs, and the general manager gave a date of June 18, 2016.

10. **New Business:**
    a. **Approve Resolution 2016-009 Approving the Plumas bank Line of Credit, $129,000 :** Some discussion was had about why it was to be renewed and why it required a new application. The board agreed that it is required to move forward with the Greenville Streetscape Project. A motion was made by Director Holcomb and seconded by Director Shannon. A vote was called for with 4- Yes votes and 0- No votes, with 1- Absent, Director Heard. This motion passes with a majority vote.
    b. **Greendale Development, Subdivision Sewer and Water Meter Installation Fee Payment:** There was discussion about the amount due under the new ordinance document. There was discussion of the various plans to have the developer pay for the amount owed to the district, in order to continue to develop some of the lots. G.M. Gallagher referred the group to the details in the board packet. It was discussed that the staff would come back with the preferred solution to the payment plan, and or options of land/solar swap that was discussed, but direction was given to staff to optimize the amount of cash, if possible.
    c. **Consider a Donation of Downed Trees to the American Legion Post #568:** It was discussed that the post requested the timber to supply firewood to low income or disabled veteran's, and that the legion would be responsible for collecting the timber, cutting it, and donating it to the specific individuals that need it. It was discussed that it would be the Legion's liability insurance to list the district as the insured as the work progressed. A motion was made to allow the Legion Post #568 to collect the wood from district property, list the district as the insured, and give it to needy veterans by Director Admire, and seconded by Director Shannon. A vote was called for with 4- Yes votes and 0- No votes. This motion passes with a majority vote.
    d. **Plumas County Fire Chiefs Association Concerning Mutual Aid Agreement:** This was a time sensitive issue that couldn't wait another month to be addressed. The board agreed that having the documents signed and forwarded would be the best action to take. A motion was made to have the fire chief and the board chair sign the mutual aid agreement by Director Shannon and seconded by Director Holcomb. A vote was called for with 4- Yes votes, and 0- No votes, and 1- Absent, Director Heard. This motion passes with a majority vote.

11. **Old Business:**
    a. **Approve Resolution 2016-008 Accepting Greenville CSD and Taylorsville Fire Properties:** Some discussion about the details of the listed properties in the board packet. A map of each and address is provided. A motion was made to approve resolution 2016-008 by Director Schramel and seconded by Director Admire. A vote was called for with 3- Yes, 1- No, Director Shannon, and 1- Absent, Director Heard. This motion passes with a majority vote.
    b. **Approve Greenville and Crescent Mills Water System Emergency Response Plan:** G.M. Gallagher referred everyone to the updated information in the board packet. The board discussed some questions and concerns about a few issues. The board had some alternate phone numbers and

c. **Completion of the Taylorsville Sewer Project:** It was discussed that the electrician hired to finish some of the work was unable to do so and that it would have to wait until more information was available as to the exact date of completion. The board's frustration with the ongoing incompletion of the project was evident. It was noted that staff needs to finish this up as quickly as possible.

d. **Report on the Greenville Streetscape Project:** It was reported that work was being done and pretty quickly. There was information that a special meeting of the board would be needed to decide some changes and finances for a specific pipe relocation. A date and time for the meeting would be decided when needed.

e. **Other Old Business From the Floor:** Nothing brought to the attention of the board at this time.

12. **General Manager's Report:** G.M. Gallagher referred everyone to the board packet where a list of his monthly activities are. He went down the list and some discussion was held about his report. It was brief and the board seemed satisfied with the report.
13. **Closed Session:** The board went into closed session at this time to discuss the performance evaluation of the general manager.
14. **Return to Open Session:** The board returned to open session and reported that no action was taken during the closed session.
15. **Adjournment:** The meeting was adjourned by a majority vote at 8:50 p.m.

Signed Board Chair: LeeAnne Schrand 8/16/16

Signed Board Clerk: Jeff Felton 8-15-16