

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Woodstrom, Vice President Oliver, Director Whitehead,
Director Richison and Director Hopson

Absent: None

Others Present: Don Newman, Roger Ankeny, Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

I Call to Order: President Woodstrom called the meeting to order at 7:10 pm.

II Public Comment Period: President Woodstrom opened the public comment period. Don Newman stated that he wanted the Board to know that he thought they were doing a good job and appreciates the projects that are being taken care of like the back-up generators and tank coatings.

Mr. Ankeny suggested that the District ask its customers to conserve 10% and then sell water to Clear Creek. No other comments were received, the public comment period was closed.

III Approval of the Minutes: Director Hopson moved to adopt the minutes from the Regular Board Meeting held July 21, 2021. Director Whitehead seconded. President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes and President Woodstrom – yes. Vice President Oliver – absent and Director Richison abstained. Motion carried.

Director Whitehead moved to adopt the minutes from the Special Board Meeting held July 29, 2021. Director Hopson seconded. President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes, Director Richison – yes and President Woodstrom – yes. Vice President Oliver – absent. Motion carried.

IV Authorize Payment of Bills for Current Expenses: Director Richison moved to pay the bills. Director Hopson seconded. Mr. Muehlbacher stated that the payment to ACWA JPIA is for the property insurance. The payment to The American Door Company is for repairs to the garage roll-up door. The USA North payment is our annual subscription.

President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes, Director Richison – yes and President Woodstrom – yes. Vice President Oliver – absent. Motion carried.

V Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$191,393 verses expenses of \$123,980.32. He stated that consumption is trending higher than projected.

Mr. Muehlbacher stated that the Capital revenue was \$15,775 and expenses were \$7,173. He mentioned that the Zone A1 generator project is reflected here. The Board asked that the budget amount only reflect the actual portion of the year reflected on the Profit and Loss.

Reserve Fund Status Sheet: There is a total reserve of \$ 1,203,503. Mr. Muehlbacher stated that transfers were made to true up the A & A1 Pump Station expenses. He also stated that there were transfers made to cover the WTP, RSF and Consumption surcharges. He stated that the O&M Reserve increased by \$94,324, the Carr Fire Reserve decreased by \$40,774, the Pump Station Reserve decreased by \$1,910, the Capital Improvement Reserve increased by \$135,481 and the DWR Redemption Fund decreased by \$54,868 due to the DWR semi-annual payment.

NEW BUSINESS:

None

OLD BUSINESS:

I Review and Adoption of Resolution 2021-04 Adopting a Final O&M Budget: Mr. Muehlbacher stated that the preliminary O&M budget required a rate increase which was discussed at the public hearing and adopted. Following the public hearing, we can now finalize the O&M Budget.

Vice President Oliver moved to adopt Resolution 2021-04 adopting the final O&M Budget for Fiscal Year 2021-2022. Director Hopson seconded. President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes, Director Richison – yes, Vice President Oliver – yes and President Woodstrom – yes. Motion carried.

Director Whitehead asked who drafted the Cost-of-Service Analysis. President Woodstrom stated that Mr. Muehlbacher worked with PACE Engineering and the District’s attorney in creating it.

II Accept Diggins Way Mainline Extension: Mr. Muehlbacher stated that Rob Wright constructed 1,090 feet of 8” mainline in Diggins Way. Mr. Wright has deposited funds for the twelve-month warranty period which effectively begins upon the Board’s acceptance of the project. Once the Board accepts the project, the mainline becomes the property of the District. There is a total of 6 lots that will benefit from the mainline extension. A Reimbursement Agreement is being drafted now.

Director Richison moved to accept the mainline. Vice President Oliver seconded. President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes, Director Richison – yes, Vice President Oliver – yes and President Woodstrom – yes. Motion carried.

GENERAL BUSINESS:

I Correspondence: Mr. Muehlbacher stated that there was only one correspondence and that was the engagement letter from Horton, McNulty and Saeturn.

II President’s Report: None.

III Manager's Report: Mr. Muehlbacher stated that the auditor will be onsite September 9th – 10th. He mentioned that the field staff has been busy repairing service line leaks, five in total this past month.

Mr. Muehlbacher stated that the new A1 generator is on-site. We are waiting for the County permit and are hoping to have it installed within the next few weeks. He also mentioned that the auto dialer was failing and it cost approximately \$3,000 to replace it.

James Leviness accepted a position with the City of Redding at their Waste Water Plant. Mr. Muehlbacher stated that he ran the position online and received nine applications. He stated that they will be interviewing five of those applicants on Friday.

IV Committee Reports:

a. Resource & Planning – August 5th: Director Hopson stated that they discussed the Drought Contingency Plan and asked that verbiage be placed in the newsletter to conserve water.

He stated that they also discussed the Board Room Conversion. They discussed various finishes and provided comments for energy efficiency. A proposal will be requested of Butler Engineering to create a biddable plan and be presented to the Committee for further consideration.

The Committee also discussed the JPIA Risk Control Grant Program for \$10,000. The recommendation is to submit the next application for the Diggins Repeater back-up generator this fall.

V Announcements: The next meeting is September 15, 2021.

CLOSED SESSION:

I Conference with Real Property Negotiator Pursuant to Government Code Section §54956.8 Property: Supplemental Water Supply negotiating parties: District Manager: President Woodstrom stated that the Board went into closed session at 8:08 pm and returned at 8:45 pm. The Board discussed the purchase of supplemental water. The vote was unanimous to have water available for purchase from the City of Redding.

Based upon immediate need, Director Richison moved to add review of the Drought Contingency Plan (DCP) to the agenda. Director Hopson seconded. President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes, Director Richison – yes, Vice President Oliver – yes and President Woodstrom – yes. Motion carried.

Upon review of the DCP, Director Richison moved that the District enter Stage I of the DCP, based upon immediate need. Vice President Oliver seconded. President Woodstrom called for a roll call vote: Director Whitehead – yes; Director Hopson – yes, Director Richison – yes, Vice President Oliver – yes and President Woodstrom – yes. Motion carried.

Adjournment: The meeting adjourned at 8:47 pm.