

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Richison, Vice President Woodstrom, Director Oliver,
Director Willis and Director Whitehead
Absent: None
Others Present: Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

- I Call to Order: President Richison called the meeting to order at 7:07 pm.
- II Public Comment Period – Open Time: President Richison opened the public comment period. No comments were received. The public comment period was closed.
- III Approval of the Minutes: Director Oliver moved to adopt the minutes from the Regular Board Meeting held June 17, 2020. Director Willis seconded. President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – Yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

The Board agreed to postpone the adoption of the Special Board Meeting minutes from June 24, 2020 until the August 19th meeting.

- IV Authorize Payment of Bills for Current Expenses: Director Whitehead moved to pay the bills. Director Willis seconded. Mr. Muehlbacher stated that the payment to the ACWA JPIA for \$35,852.88 was for the District's medical insurance. He explained that due to the COVID pandemic, JPIA is no longer mailing invoices and this bill had not been paid since May. The Giles payment is for the new pad locks and keys. The payment to Golden State Flow Management is for the SCADA Support. The NBS payments are quarterly admin fees for the assessments.

President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

- V Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$1,197,281 verses expenses of \$1,172,769. He stated that Consumption Revenue came in close to what was projected. LAIF Interest was over what was budgeted as well as Miscellaneous Revenue. He explained that Line Item 52200 is over budget because of expenses such as new desks for the operators and tools for the new truck.

The Capital Budget's revenue is \$632,988 versus expenses of \$ 508,712. Mr. Muehlbacher stated that a total of two meters was sold for the year. The expenses include the generator project.

The Reserve Fund Status balance is \$1,069,832. Mr. Muehlbacher stated that it includes a \$63,000 transfer into LAIF on June 30, 2020. He stated that as directed last month he cleaned up the loans that were outstanding. He stated that the DWR Reserve decreased by \$53,006 because of the semi-annual DWR payment.

President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

NEW BUSINESS:

None

OLD BUSINESS:

- I Update on the Carr Fire Projects: Mr. Muehlbacher stated that with the B Tank easement and clearing, the Board authorized use of the force account. He has approached the company Vice President Woodstrom mentioned and believes it would be a benefit to the District to get quotes. He explained that the District is currently short staffed.

Regarding the Zone A Tank coating, at last month's meeting the Board authorized issuance of a Request for Qualifications and Proposal for a Tank Maintenance Program. Should this be utilized, he will request a time extension for the FEMA project.

Vice President Woodstrom asked if we were currently working on a project. Mr. Muehlbacher stated that the only project we can work on is the meter box replacement.

- II Update on the Office Generator Project: Mr. Muehlbacher stated that this project is complete. He mentioned that the District had an out-of-pocket expense of approximately \$800.

Director Willis moved to accept the project. Vice President Woodstrom seconded. President Richison called for a roll call vote: Director Willis – yes; Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

- III Update on the AC Pipe Study: Mr. Muehlbacher stated that the soil testing has been completed and the results provided to the engineer. Due to COVID-19 restrictions in the Bay Area, the engineer is only working part-time. He estimated that the remaining pipe testing will take approximately three weeks, and anticipates the report to arrive in September. Once received we will pay the remaining \$40,940.50.

GENERAL BUSINESS:

- I Correspondence: Mr. Muehlbacher stated that he placed an email from Robert Swendiman in the board packets regarding the public hearing.
- II President's Report: None
- III Manager's Report: Mr. Muehlbacher went through the attached Manager's Report. He stated his present goal is to complete the District Standards and submit them for approval at the August meeting.

Mr. Muehlbacher stated that the EDD workers have been very beneficial. They have assisted with meter reading, performing regular yard maintenance, assisting with leak repairs, and helped pour four (4) concrete pads for our temporary generators.

Regarding Clear Creek's Annual Adjustment, their submittal has numerous issues. He explained that they will be addressing his concerns and stated that they need an additional two weeks. They included many expenses that we should not be charged for.

He mentioned that there is an additional 112 meters that remain to be replaced.

- IV Committee Reports: President Richison stated that the Resource and Planning Committee met to discuss purchasing a new vehicle, however, they want the surplus property to be sold first and then they will discuss purchasing a new truck. They also met with the Fire Company and discussed the Use Agreement.
- V Announcements: The next regularly scheduled Board Meeting will be held August 19, 2020.

CLOSED SESSION:

The Board went into closed session at 8:04 pm. and came out at 8:25 pm. The following was reported:

- I Conference with Real Property Negotiator Pursuant to Government Code Section §54956.8, Property; Supplemental Water Supply: The Board authorized the Manager to execute an agreement with Clear Creek CSD and to post a \$3,000 deposit with the Bureau of Reclamation.
- II Security of Public Buildings
(Government Code Section §54957(a))
No reportable action.
- VI Adjournment: at 8:26 pm.