

CENTERVILLE COMMUNITY SERVICES DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Richison, Vice President Woodstrom, Director Oliver 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 7:00 pm.
- II Public Comment Period – Open Time: President Richison opened the public comment period.
- III Approval of the Minutes Director Whitehead moved to adopt the minutes from the Regular Board Meeting held October 21, 2020. Director Oliver seconded. President Richison called for a roll call vote: Director Oliver – yes; Director Whitehead – yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.
- IV Authorize Payment of Bills for Current Expenses: Vice President Woodstrom moved to pay the bills. Director Oliver seconded. Mr. Muehlbacher stated that the payment to Bat Electric was for the Muletown Pump Station. The Berkadia payment is the semi-annual interest payment. The Bullert Industrial Electric payment is for the generator rental at the Muletown Pump Station. The check payable to the Bureau of Reclamation is for the WINN Act Contract Conversion payment. The California Department of Tax and Fees payment is for the annual Water Rights Fees. The Dragon Demolition payment is for the Zone B pipeline easement clearing. The payment to Eddie Axner is for their help on an emergency leak repair. The Highway Specialty payment is for the wattle materials at the Zone C Tank project. The Immense Impact payment is for the annual website renewal. The Instrument Technology payment is for a replacement part for the locator, and the payment to Predictive Maintenance Solutions is for the annual vibration testing.

President Richison called for a roll call vote: 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 \$671,191 verses expenses of \$451,157. He mentioned that we are officially out of Bureau Project Water and are now using the District's Exchange Water. Once that is gone, we will use the Clear Creek water.

Mr. Muehlbacher stated that the Capital revenue was \$58,724 verses expenses of \$ 34,215. He stated that tax revenues increased by approximately \$9,000.

Reserve Fund Status Sheet: There is a total reserve of \$1,217,194. He stated that the O&M Reserve increased by approximately \$77,000. This was due to the Rate Stabilization Fee, the Water Treatment Plant Fee, the New Water Purchase Fee and interest. The Capital Improvement Reserve increased by approximately \$24,000 from the Consumption Surcharge and taxes. He explained that although we took in a capacity fee it was used to repay a loan back to the O&M reserves for the 24-inch Placer Road watermain project.

### **NEW BUSINESS:**

- I Review and Adopt Resolution No. 2020-17 amending the District's Board Meeting Conduct Policy: Mr. Muehlbacher stated that currently the policy allows a maximum of 5 minutes per person, this amendment changes that to 3 minutes per person and allows for 7 people to speak with a maximum of 21 minutes.

Vice President Woodstrom moved to adopt Resolution 2020-17 amending the District's Board Meeting Conduct Policy. Director Oliver seconded.

Director Whitehead stated that he did not see a need to change the current policy. Over the last 30+ years, he stated that there may have been 3 - 4 meetings where there was a crowd of people. He believes that if a member from the public comes to a meeting, they should not be limited to less than five minutes. And if there are 10 people, they should all be able to speak. President Richison agreed.

President Richison called for a roll call vote: Director Whitehead – No; Director Oliver – No; President Richison – No and Vice President Woodstrom – Yes. Motion Denied.

### **OLD BUSINESS:**

- I Update on the Carr Fire Projects: Mr. Muehlbacher stated that the C Tank clearing project started last week. He stated that we currently have five temp workers from O2 Staffing and they are making great progress. This project should be completed in December.

Regarding the Zone A Tank coating repair, he has requested a time extension for this project.

Mr. Muehlbacher stated that the City of Redding is moving forward with the generator submittal for the Muletown Pump Station. They are requesting a 350kW generator. FEMA will be paying 75% of the generator and the City of Redding will be covering the remaining 25%. FEMA is expected to finish their review in the near future.

- II Acceptance of Zone B Pipeline Easement Clearing Project: Mr. Muehlbacher stated that the project is complete. He asked that the Board approve the project and authorize the District Manager to issue the Notice of Completion. He stated that there is approximately \$57,000 left over from this project.

Director Whitehead moved to accept the project and authorize the District Manager to issue the Notice of Completion. Director Oliver seconded. President Richison called for a roll call vote: Director Oliver – yes; Director Whitehead –

yes; Vice President Woodstrom – yes and President Richison – yes. The vote was unanimous. Motion carried.

III Update for Design of the Middletown Park PRV Project: Mr. Muehlbacher stated that PACE Engineering completed the design and specifications. They are currently waiting for a response from the county regarding the encroachment permit.

IV Update for the AC Pipe Condition Assessment Study: Mr. Muehlbacher stated that at present, the draft study has been received and is being reviewed by staff. Exponent will now complete the task of estimating the remaining useful life of the pipe. The final report should be presented at the December meeting.

**GENERAL BUSINESS:**

I Correspondence: Mr. Muehlbacher stated that the Water Users Conference cancellation letter was placed in the Board packets.

II President's Report: None.

III Manager's Report: Mr. Muehlbacher went through the attached Manager's Report. He stated that we continue to have EDD workers clearing District facility properties.

Mr. Muehlbacher stated that the dead-end flushing project is complete. He also mentioned that the field operators repaired and replaced many service line leaks this month, as well as, repaired a leaking fire hydrant.

Mr. Muehlbacher stated that the VFD is out of service at the Muletown Pump Station. It will be sent back to the manufacturer for refurbishing.

IV Committee Reports: None.

V Announcements: The next regular Board Meeting will be held December 16, 2020.

VI Adjournment: The Board adjourned at 7:47 pm.