**CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT**

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**MINUTES**

**OF A REGULAR MEETING HELD ON**

TUESDAY, SEPTEMBER 7, 2021 @10:00 AM

**BOARD OF DIRECTORS AND STAFF**

RUTH LEGASPI, PRESIDENT GENERAL MANAGER

NANCY GLOWSKI, VICE PRESIDENT KARINA SANCHEZ

STEPHEN MCVICAR, DIRECTOR

ROBERTA PETERSEN, DIRECTOR

PIPER WILSON, DIRECTOR

NOTE**:** ALL COMMENTS CONCERNING AGENDA ITEMS ARE TO BE DIRECTED TO THE BOARD PRESIDENT.

ALL persons desiring to speak on agenda items during public comment or prior to a closed session are asked to fill out a board appearance request form.

**1. CALL TO ORDER -**10:02 AM

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL-** Director Roberta Petersen- here, Director Piper Wilson- here, Director McVicar- here, Vice President Nancy-Absent, President Legaspi- present on the phone.

Vice President Glowski walks in at 10:32 AM.

**4. PUBLIC AGENCY REPORTS/UPDATES-** Cal Fire reports 9 calls for the month of August- 5 medical aids, 1 vegetation fire, 1 vehicle fire, and 2 ringing alarms at the school. Officer McKenny is absent today, therefore, there is no reports to be given.

**5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

THIS IS THE TIME SET ASIDE FOR THE PUBLIC TO ADDRESS THE BOARD ON ITEMS OTHER THAN THOSE SCHEDULED ON THE AGENDA. EACH PERSON IS ASKED TO FILL OUR A “BOARD APPEARANCE REQUEST FORM” TO SUBMIT TO THE SECRETARY OF THE BOARD PRIOR TO DISCUSSION OF THE ITEM. EACH INDIVIDUAL IS LIMITED TO A THREE- MINUTE PRESENTATION.

Public Comment- John Wilson. Reminds the community that swap meet will be this upcoming Saturday from 9AM- 1PM.

**6. CONSENT AGENDA**

THE FOLLOWING ITEMS ARE CONSIDERED ROUTINE AND NON-CONTROVERSIAL BY STAFF AND MAY BE APPROVED BY ONE MOTION IF NO MEMBER OF THE BOARD WISHES AN ITEM REMOVED. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY. QUESTIONS MAY BE ASKED FOR CLARIFICATION SEPARATELY. QUESTIONS MAY BE ASKED FOR CLARIFICATION MADE BY THE BOARD. THE RECOMMENDATION FOR EACH ITEM IS NOTED IN BRACKETS.

ROUTINE ITEMS:

APPROVAL OF AUGUST 3, 2021, MEETING MINUTES

APPROVAL OF AUGUST 12, 2021, SAFETY COMMITTEE MINUTES

APPROVAL OF AUGUST 12, 2021, FINANCE COMMITTEE MINUTES

APPROVAL OF AUGUST 12, 2021, SAFETY COMMITTEE MINUTES

APPROVAL OF AUGUST 12, 2021, POLICY COMMITTEE MINUTES

APPROVAL OF AUGUST 31, 2021, POLICY COMMITTEE MINUTES

APPROVAL OF AUGUST 2, 2021, WARRANTS

APPROVAL OF AUGUST 16, 2021, WARRANTS

JULY 16-31 PAYROLL SUMMARY

AUGUST 1-15 PAYROLL SUMMARY

ACCOUNT BALANCES

GENERAL MANAGERS REPORT-

Road sign maintenance is being continued by one of our employees. We have also started on minor road work orders focusing on bringing up existing material and removing wash boarding on roads. We are still waiting on FEMA when it comes to Belmont Trail. All paperwork that needed to be submitted has been submitted. In the month of August, I have not submitted any payments to this account. The reason for this is that all delinquents have been sent to San Luis Obispo County to be added onto property taxes. So far, we have not had any issues regarding Solid Waste. Account balances have been turned in in the consent agenda. In the month of August, we had 4 meetings. Two policy, one Finance, one Safety. In the policy meetings we covered the District’s Accounting policy and Procedure’s manual as well as chapter 5000 in our policy book which has to do with Roads. There are a couple things that need to be updated such as the District Map with the different tiers and including the manual for gravel roads that the District should be using as reference. For the safety meeting we covered all booklets needed to get us up to date on safety training. All employees attended except for the 2 that are out on medical leave. For the Finance meeting the Finance committee went through April, May, June, July 2021 bank statements and filled out monthly finance reports.

BOARD/COMMITTEE REPORTS- President Legaspi gives an oral report on the policy and finance meetings she attended. Will submit written report as soon as possible. Director Wilson also gives an oral report on the policy meeting she attended and submitted a written report. Director Petersen comments on giving her oral and written report next meeting.

After board discussion President Legaspi motions to accept consent agenda as is. Director Wilson seconds.

Public comment- John Wilson

Roll call vote to accept consent agenda as is- Director Petersen- yes, Director Wilson-yes, Director McVicar- yes, Vice President Glowski- absent, President Legaspi- yes. Motion carries.

**OLD BUSSINESS:**

7.) DISCUSSION AND MOTION ON HAVING THE DISTRICT SEND AN EMPLYEE TO A TRUCK DRIVING SCHOOL, PAY FOR THEIR TRAINING, AND HAVE THE EMPLOYEE RE PAY THE DISTRICT ONCE THEY HAVE COMPLETED THE COURSE. EMPLOYEE WILL ALSO ENTER A CONTRACT AGREEING TO STAY WITH THE DISTRICT FOR A MINIMUM OF SO MANY YEARS. - After board discussion, this item is tabled to next meeting.

Public comment- none.

8.) DISCUSSION AND MOTION ON GETTING A CREDIT CARD FOR THE USE OF DISTRICT PURPOSES BY THE GENERAL MANAGER.

* BANK OF AMERICA
* SDRMA
* CSDA

After board discussion the board has agreed to have the General Manager be a signor on the bank account for credit card purposes. Before this can happen, the Policy Committee needs to work on a Credit Card Use Policy and Resolution. Therefore, this item is turned to the Policy Committee.

Public comment- John Wilson.

9.) DISCUSSION AND MOTION ON GREEN WATER TANK LOCATED AT THE WEST YARD- DIRECTOR MCVICAR- After board discussion it was determined that more information on an electric transfer pump is needed. This Item is tabled to next meeting.

Public comment- John Wilson

**NEW BUSINESS:**

10.) DISCUSSION AND MOTION ON DISTRICT WATER ISSUE

* OUR PUMP RECENTLY WENT OUT
* PG+E BILL INCREASED MORE THAN 100 DOLLAR
* A LOT OF NEW PEOPLE COMING TO GET WATER
* FILL UP BIG CONTAINERS
* MORE THAN ONE A DAY

After board discussion, this item is tabled to next meeting for further discussion.

Public Comment- John Wilson.

11.) DISCUSSION AND MOTION ON NOMINATING A REPRESENTATIVE TO THE IWMA BOARD. After board discussion No CVCSD board member is interested in being nominated for a seat on the IWMA board, therefore this item is removed.

Public Comment- John Wilson.

Adjourned: 10:40 AM

Posted: Wednesday September 8, 2021

Next Board Meeting, Tuesday, October 5, 2021, 10:00 AM

American with Disabilities Act

If you need a disability-related modification or accommodation to participate in this meeting, please contact (General Manager) at (805)-475-2211. Requests must be submitted one full business day before the meeting.