**CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT**

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**MINUTES**

OF A REGULAR MEETING

HELD

TUESDAY, DECEMBER 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** 10:06 AM President Legaspi calls for a 5-minute recess. Call back to order at 10:07 AM

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** President Legaspi- here, Vice President Glowski- here, Director McVicar- here, Director Petersen- here, Director Wilson- absent.

**4. PUBLIC AGENCY REPORTS/UPDATES –** Cal Fire reports five medical aids in the month of November.

**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. – No public comment.

**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 NOVEMBER 2, 2021, MEETING MINUTES

APPROVAL OF NOVEMBER 22, 2021, SPECIAL MEETING MINUTES

APPROVAL OF NOVEMBER 2, 2021, WARRANTS

APPROVAL OF NOVEMBER 15, 2021, WARRANTS

APPROVAL OF NOVEMBER 22, 2021, POLICY COMMITTEE MEETING MINUTES

OCTOBER 16-31 PAYROLL SUMMARY

NOVEMBER 1-15 PAYROLL SUMMARY

ACCOUNT BALANCES

GENERAL MANAGERS REPORT- GM Sanchez gives her report. Road sign maintenance is being continued by one of our employees. Road crew is also working on minor and major road work orders making sure we are focusing on bringing up existing material and removing wash boarding creating the best roads we can with what we have to work with. We are still waiting on FEMA when it comes to Belmont Trail. Carrie York has been on CALOES calling them and making sure they know we have been waiting for a while now after submitting all paper work. The person she spoke to at CALOES told her that he was going to contact FEMA and do all he can to push this forward ASAP. Policies concerning roads are constantly being worked on and being updated by me and the policy committee

 Patching on Belmont is on hold until we receive the free samples of quick patch I ordered. The company that we ordered from is sending someone out to show us how to use this new product which I think is great. Hopefully, the product is of excellent quality and lasts, so that we can use it in the future.

Delinquent funds for this account have been coming in as people are paying their property taxes. Billing for 2022 SWCD will be starting towards the end of the month in December. I have a meeting this week with IWMA and our legal counsel to talk about SB1383 waiver for us being a low population area.

Account balances have been turned in in the consent agenda.

The month of November we had one policy meeting and one special meeting. Director Legaspi, Wilson, and I met on November 22, 2021, at 11:00 AM and covered many policies including those that the auditors and our insurance recommended, we should put in place. We also had a Special Board of Directors Meeting on November 22, 2021, at 10:00AM to do the first meeting of Ordinance 2021-07 An Ordinance of the Board of Directors of the California Valley Community Services District to Adopt Mandatory Solid Waste, Organic, Waste, and Recycling Materials Rules and Regulations. The second reading will be today at this meeting.

In front of you is the finished audit reports for the California Valley Community Services District for the year ended June 30, 2021. Please take a look at it so that you are aware of the auditor’s findings. The alternate representative that was elected was Daniel Burgess. He is not the one we voted for but congratulations to him! We lost an employee last month due to him having to relocate, therefore we are looking for an eligible candidate to join our team! Please help spread the word!

ROAD MAINTENANCE AND ROAD WORK ORDERS- Work order off of Clarksburg needs further research. Work order is approved if everything comes back clear.

BOARD/COMMITTEE REPORTS- Director Legaspi gives a verbal report on the policy meeting held the 22 of November. Submits written report.

After board discussion Director Petersen makes a motion to accept consent agenda as is. Director McVicar seconds.

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

**OLD BUSINESS:**

7.) DISCUSSION AND MOTION ON HAVING THE DISTRICT SEND AN EMPLOYEE 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. - This item is tabled indefinitely and brought back as old business when ready.

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

* BANK OF AMERICA
* SDRMA
* CSDA

Policy 2115 Credit Card use was adopted during last month’s meeting. Resolution 2021-08 is up for discussion. Therefore, this item is combined with item #11 on this agenda.

9.) DISCUSSION AND MOTION ON DISTRICT WATER ISSUE

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

The General Manager has drafted a courtesy letter to send out to customers. After board discussion, the Board would like to move forward with approving and sending the letter out with SWCD bills.

Roll call vote to accept drafted letter and send out with SWCD bills- Director Petersen- yes, Director Wilson- absent, Director McVicar- yes, Vice President Glowski- yes, President Legaspi- yes. Motion carries.

**10.** DISCUSSION AND MOTION ON ADOPTION OF ORDINANCE 2021-07 AN ORDINANCE OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT TO ADOPT MANDATORY SOLID WASTE, ORGANIC, WASTE, AND RECYCLING MATERIALS RULES AND REGULATIONS- SECOND READING. After board discussion President Legaspi motions to waive full reading, submit as read, and adopt Ordinance 2021-07 An Ordinance of the California Valley Community Services District to Adopt Mandatory Solid Waste, and Recycling Materials Rules and Regulations. Director McVicar Seconds.

Roll call vote to adopt Ordinance 2021-07 An Ordinance of the California Valley Community Services District to Adopt Mandatory Solid Waste, and Recycling Materials Rules and Regulations- Director Petersen- yes, Director Wilson- absent, Director McVicar- yes, Vice President Glowski- yes, President Legaspi- No. Motion carries.

**NEW BUSINESS:**

11.) DISCUSSION AND MOTION ON RESOLUTION 2021-08 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT AUTHORIZING AN AGREEMENT WITH BANK OF AMERICA CREDIT CARD PROGRAM. - GM has presented Resolution 2021-08 A Resolution of the Board of Directors of the California Valley Community Services District Authorizing an Agreement with Bank of America Credit Card Program for review and adoption. This is the first reading of this ordinance therefore; it is tabled to next month.

12.) DISCUSSION AND MOTION ON THE APPROVAL OF THE ORIGINAL MOA BETWEEEN IWMA AND AGENCIES (CVCSD)- after board discussion Vice President Glowski motions to suspend the rules and vote on this item tonight. Director Petersen seconds.

Roll call vote to suspend the rules and vote on this item tonight- Director Petersen- yes, Director Wilson- absent, Director McVicar- no, Vice President Glowski- yes, President Legaspi- no. Motion fails. The board would like more information on why the original MOA was not signed back in 2001.This item is tabled to next month.

No Public present therefore no comment was given on any agenda items.

Adjourned: 11:21 AM

Posted: Wednesday December 8, 2021

Next Board Meeting, Tuesday, January 4, 2022, 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.