**CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT**

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**MINUTES**

**OF A REGULAR BOARD OF DIRECTORS MEETING**

TUESDAY, JANUARY 4, 2022 @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 to submit to the Secretary of the Board prior to discussion of the agenda item. Each individual speaker is limited to a maximum of (3) minutes during the Consent Agenda, Public Hearing, Board Business, and prior to closed session.

**1. CALL TO ORDER- 10:04 am**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL- Director Piper Wilson- here, Director Stephen McVicar- here, President Ruth Legaspi- here, Director Roberta Petersen- absent, Vice President Nancy Glowski- absent.**

**4. BOARD OFFICER ELECTIONS- President Legaspi opens up Board Officer Elections.**

**5. PRESIDENT NOMINATIONS- Director Wilson nominates Director Legaspi as President of the Board. Director McVicar Seconds. Director Legaspi accepts the position of President of the Board.**

**Roll call vote for Director Ruth Legaspi as President of the Board- Director Piper Wilson- yes, Director Stephen McVicar- yes, Director Ruth Legaspi- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries. Director Ruth Legaspi remains as Board President.**

**6. VICE PRESIDENT NOMINATIONS- Director McVicar nominates Director Piper Wilson as Vice President of the Board. President Legaspi seconds. Director Piper Wilson accepts the position of Vice President of the Board.**

**Roll call vote for Director Piper Wilson as Vice President of the Board- Director Stephen McVicar- yes, President Ruth Legaspi- yes, Director Piper Wilson- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries. Director Piper Wilson is now Vice President of the Board.**

**7. PRESIDENT OF THE BOARD TO APPOINT COMMITTEES- President Ruth Legaspi appoints the following as Chair and Co-Chair of Committees.**

**SAFETY- Chair- Director Legaspi**

**Co- Chair- Director Petersen**

**POLICY- Chair- Director Wilson**

**Co- Chair- Director Legaspi**

**FINANCE- Chair- Director Legaspi**

**Co-Chair- Director Wilson**

**SWCD- Chair- Director Legaspi**

**Co-Chair- Director Wilson**

**ROADS- Chair- Director Legaspi**

**Co- Chair Director Wilson**

**Director Glowski will take the place of any Director unable to attend scheduled Committee meetings.**

**8. PUBLIC AGENCY REPORTS/UPDATES- Cal fire reports eleven calls for the month of December. 7 Medical Aids, 3 Public Assists, 1 Vehicle fire.**

**9. 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- None**

**10. 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 DECEMBER 7, 2021, MEETING MINUTES

APPROVAL OF DECEMBER 1, 2021, WARRANTS

APPROVAL OF DECEMBER 8, 2021, WARRANTS

APPROVAL OF DECEMBER 15, 2021, WARRANTS

NOVEMBER 16-30 PAYROLL SUMMARY

DECEMBER 1-15 PAYROLL SUMMARY

ACCOUNT BALANCES

GENERAL MANAGERS REPORT- GM Sanchez gives an oral report and submits the following typed report-

**Roads**

Road sign maintenance is being continued by our employees as well as major road maintenance. The last couple of days of rain have helped damage our roads significantly, especially Belmont Trl and Arrowbear Trl. They were so bad that we could not pass through on trash day. We anticipated some damage but not as bad as it has gotten. This is why it is crucial that we get the work orders on the consent agenda approved as they are the worst roads at this time. We are still waiting on FEMA when it comes to Belmont Trail and people are getting frustrated. Adding gravel in the pot holes are only making it worse and is a short temporary fix. I was thinking of ripping parts of the road where there is barely asphalt remaining to be able to grade the bad parts.

I have had Carrie York contact CALOES every other week making sure they know we have been waiting for a while now after submitting all paper work. According to CALOES we will be brought up again at their next meeting happening early this month.

Policies concerning roads are constantly being worked on and being updated by me and the policy committee

Patching on Belmont is on hold. I have not received the patching material 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 great quality and lasts, so that we can use it in the future.

**SWCD**

In December me and one of our employees personally went to Gibbs to get more information about a new truck since they had not called back like they had said. According to them our truck is good till 2023. On Dec 9 I had a meeting with our legal counsel and IWMA. The outcome of that meeting was that we qualified to apply for the waiver. Therefore, I did. The lady from IWMA that we were consulting with said she was positive that we will be able to obtain that waiver. Billing for 2022 Trash fees is currently being worked on.

**Finances**

Account balances have been turned in in the consent agenda.

**Meetings**

Like stated above, I had a meeting with our Legal Counsel and the IWMA on December 9. We also had our annual Environmental Health inspection on December 15. We had one violation. That was not having Hazardous waste Disposal Paperwork. We made two trips in 2021 and in both those trips, we took less than 25 gallons. Airflow, the place that we take it to does not provide any paperwork for trips less than 50 gallons unless we ask for it, therefore it is the reason we did not have that paperwork. We did have another issue that came up and that was the empty diesel tank and oil tank. We have a year to decide what we want to do with those.

**Other**

We are down one employee. We are looking for an eligible candidate to join our team! Please help spread the word!

ROAD MAINTENANCE AND ROAD WORK ORDERS

BOARD/COMMITTEE REPORTS- President Legaspi gives an oral report on the training she has taken from California Special Districts Association. She recommends the rest of the Board take these free training as they are informative, gives us discounts on our insurance, and overall will make them a better Board.

Public Comment- John Wilson

After board discussion, Vice President Wilson motions to accept Consent Agenda as is. President Legaspi seconds. Roll call vote to accept Consent Agenda as is- Director Stephen McVicar- yes, President Ruth Legaspi- yes, Vice President Piper Wilson- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries

**OLD BUSSINESS:**

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.

Public comment- None.

After board discussion President Legaspi motions to accept resolution as read and accept 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. Vice President Wilson seconds.

Roll call vote to accept 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- Director Stephen McVicar- yes, President Ruth Legaspi- yes, Vice President Piper Wilson- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries

12.) DISCUSSION AND MOTION ON THE APPROVAL OF THE ORIGINAL MOA BETWEEN IWMA AND AGENCIES (CVCSD)- IWMA

Public Comment- John Wilson

After board and legal counsel discussion over the phone, the board has agreed to stay with the IWMA as it is free of charge and is our resource to follow state mandates and reporting. Vice president Wilson motions to approve and sign the original MOA between IWMA and Agencies (CVCSD). Director McVicar seconds.

Roll call to approve and sign the original MOA between IWMA and Agencies (CVCSD)- Director Stephen McVicar- yes, President Ruth Legaspi- yes, Vice President Piper Wilson- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries

**NEW BUSINESS:**

13.) DISCUSSION AND MOTION ON ADOPTING A RECOVERED ORGANIC WASTE PRODUCT PROCUREMENT POLICY REQUIRED BY SB 1383

Public Comment- None

After board discussion President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds. Roll call to suspend the rules and vote on this item today- Director Stephen McVicar- yes, President Ruth Legaspi- yes, Vice President Piper Wilson- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries

Vice President Wilson motions to adopt RECOVERED ORGANIC WASTE PRODUCT PROCUREMENT POLICY with option one. Director McVicar seconds.

Roll call vote to adopt RECOVERED ORGANIC WASTE PRODUCT PROCUREMENT POLICY with option 1- Director Stephen McVicar- yes, President Ruth Legaspi- yes, Vice President Piper Wilson- yes, Director Roberta Petersen- absent, Director Nancy Glowski- absent. Motion carries

14.) REVIEW/ DISCUSSION ON IWMA SOLID WASTE MANAGEMENT FEE DETERMINATION AND COST OF SERVICE STUDY.

Public Comment- None.

After board review and discussion, this item is removed.

Adjourned: 11:45 AM

Posted: Wednesday 6, 2022

Next Board Meeting, Tuesday, February 1, 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.