

AMENDED MINUTES

Minutes of the regular meeting of the Board of Directors of the American Valley Community Services District held on February 8, 2018 at 32 Central Ave., Quincy, California, in Plumas County.

Present: Denny Churchill, President
Bill Martin, Director
Richard Castaldini, Director
Douglas Ely, Director
Michael Beatty, Director
Jim Doohan, General Manager
Katie Nunn, Board Secretary
John Kimmel, Bequette and Kimmel Accounting
Victoria Metcalf, Feather River Publishing
Kathy Felker, Vice-President
Ruth Jackson, Director
John Kolb, Director
Darrell Brown, Director
Mike Green, Assistant Manager
Josh Nelson, Best, Best and Krieger

Absent: Kimber Kraul, Director

The meeting was called to order at 9:00 a.m. by President Churchill and it was determined that a quorum was present.

Director Ely moved to accept the agenda. Director Brown seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

PUBLIC FORUM:

No public present.

APPROVAL OF MINUTES FOR THE AVCS D REGULAR AND SPECIAL MEETING AND THE PERSONNEL COMMITTEE MEETINGS:

Director Brown moved to approve the minutes of the regular meeting of January 11, 2018 and the special meeting January 25, 2018. Vice-President Felker seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Ely moved to approve the minutes of the personnel committee meetings of January 24, 2018 and January 30, 2018. Director Jackson seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

LEGAL:

The Employee Performance Review was not needed at this time.

The Board went into closed session at 9:02 a.m.

The Board returned to open session at 9:35 a.m.

There was no action taken on the Business Manager position.

President Churchill reported that the Board has asked Attorney Nelson to present a one year proposal to provide legal services to the AVCS D.

BOARD OF DIRECTORS:

Vice-President Felker moved to approve the draft audits from Quincy CSD and EQSD. Director Brown seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Attorney Nelson explained the requirements and necessity of the 457 plan. The Board appointed Mr. Doohan to serve as the "Trustee" of the plan.

Director Ely moved to adopt Resolution 2018-03 as presented. Director Castaldini seconded and a roll call vote was taken. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Jackson moved to approve Resolution 2018-01 stating the regular meeting day and time as the second Thursday of the month at 9:00 a.m. Director Ely seconded and the motion carried. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Beatty; Noes: Brown; Absent: Kraul

Director Ely moved to waive the second reading of Ordinance No. 1 and approve the Ordinance as presented. Director Kolb seconded and a roll-call vote was taken. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Beatty reported on the personnel committee meetings. Mr. Green accepted the position of Assistant "General" Manager of Operations. A draft organizational chart was presented for the Board to review. The committee is continuing to work on the organizational chart and job descriptions.

Director Beatty requested the Board appoint an Ad-Hoc Committee to work on wages. This committee will consist of two members of the personnel committee and two members of the budget committee.

The next personnel committee meeting is scheduled for February 14, 2018 at 10:00 a.m.

Director Castaldini reported on the Budget Committee. A draft water budget was presented for the Board to review.

Director Castaldini moved to approve the payment to PACE Engineering from the joint Wastewater Treatment Account. Director Beatty seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Brown moved to authorize General Manager Doohan to sign the PERS Application. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Brown moved to authorize Assistant Manager Green to submit the necessary correspondence to SDRMA to cancel the insurance. Director Kolb seconded and the motion carried unanimously. Ayes: Churchill, Jackson, Ely, Martin, Castaldini, Brown, Felker, Kolb, Beatty; Noes: None; Absent: Kraul

GENERAL MANAGERS REPORT:

General Manager Doohan gave an update of ongoing projects. The Board directed General Manager Doohan and Assistant Manager Green to begin having joint staff meetings with the operators.

FINANCIAL REPORTS:

The bills for January were presented.

Director Ely moved to approve the January bills as presented. Director Jackson seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

The Board would like to see the detailed printouts for the payments in the future.

Mr. Kimmel presented the November and December Financial Statements for the East and West zones.

Director Jackson moved to approve the November and December Financial Statements as presented. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

The WWT and WWC grant schedules were presented for review.

WATER ISSUES/PROJECTS:

The water production and conservation reports were presented to the Board for review.

ADJOURNED: Director Ely moved to adjourn the meeting, Director Brown seconded. The meeting adjourned at 12:00 p.m.

Signed:

Attested:

Denny Churchill, President

Katie Nunn, Board Secretary