

MINUTES

Minutes of the special meeting of the Board of Directors of the American Valley Community Services District held on December 9, 2021 at 179 Rogers Ave., Quincy, California, in Plumas County.

Present: Denny Churchill, President
Michael Beatty, Director
Kathy Felker, Director
Josh Nelson, Best, Best and Krieger
Katie Nunn, Board Secretary

Bill Martin, Vice-President
Jim Doohan, General Manager
Sean McGuigan, PACE Engineering

Absent: Ruth Jackson, Director

The meeting was called to order at 10:30 a.m. by President Churchill and it was determined that a quorum was present.

Vice-President Martin moved to accept the agenda. Director Beatty seconded. The motion carried unanimously. Ayes: Churchill, Beatty, Martin, Felker; Noes: None; Absent: Jackson

PUBLIC FORUM:

No public present.

APPROVAL OF MINUTES:

Director Beatty moved to approve the minutes for the October 14, 2021 regular meeting. Director Felker seconded. The motion carried unanimously. Ayes: Churchill, Beatty, Martin, Felker; Noes: None; Absent: Jackson

BOARD OF DIRECTORS:

Ms. Nunn administered the oath of office to President Churchill, Directors Martin and Felker. Director Jackson was absent.

The election of officers was tabled until the January meeting.

The board reviewed the customer request to have the penalty waived while she was getting her leak fixed. The board agreed that since the customer had maintained making payments, this was a fair request and approved the penalty waiver. Staff was directed to revise the leak adjustment policy.

Director Felker moved to approve the penalty waiver. Director Beatty second. The motion carried unanimously. Ayes: Churchill, Beatty, Martin, Felker; Noes: None; Absent: Jackson

Sean McGuigan from PACE Engineering reported on the change order submitted from Converse Construction for the installation of the generator at Well No. 4. After much discussion, **Vice President Martin moved to approve Change Order No. 1 from Converse Construction. Director Felker seconded and the motion carried with a 3-1 vote. Ayes: Churchill, Martin, Felker; Noes: Beatty; Absent: Jackson**

The draft COVID testing policy was presented for the board to review. The board did not move forward with this policy at this time.

The Waste Management rates were presented for 2022. **Director Felker moved to approve the rates and send a letter requesting a meeting with Waste Management. Vice-President Martin seconded and the motion carried with a 3-1 vote. Ayes: Churchill, Martin, Felker; Noes: Beatty; Absent: Jackson**

Director Felker requested an update on the lab certification which is on hold at this time. She also requested an update on the Industrial Way property. This was delayed during the fires. Mr. Alfred is getting back to this project. The PERS contract is still in progress, Mr. Nelson will check on this. Director Felker also requested a standing agenda item to receive updates regarding the Audubon Fire Fuel Reduction project.

LEGAL:

The board went into closed session at 12:10 p.m.

The board returned to open session at 12:20 p.m.

President Churchill reported that there was no reportable action.

WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT:

General Manager Doohan reported on the wastewater treatment plant improvement project.

GENERAL MANAGER REPORT:

General Manager Doohan reported on the various projects. There were two more copper service line leaks detected and repaired in the East zone. Staff is continuing to have problems with the East lift station.

BUSINESS MANAGER:

Director Felker moved to approve the bills for October and November. Vice-President Martin seconded. The motion carried unanimously. Ayes: Churchill, Martin, Felker; Noes: None; Absent: Jackson and Beatty

Director Felker moved to approve the Engagement Letter from Singleton Auman for audit services. Vice-President Martin seconded. The motion carried unanimously. Ayes: Churchill, Martin, Felker; Noes: None; Absent: Jackson and Beatty

The production reports were presented for review.

ADJOURNED: Vice-President Martin moved to adjourn the meeting at 12:55 p.m. Director Felker seconded. The motion carried unanimously. Ayes: Churchill, Martin, Felker; Noes: None; Absent: Jackson and Beatty

Signed:

Attested:

Denny Churchill, President

Katie Nunn, Board Secretary