

## MINUTES

Minutes of the regular meeting of the Board of Directors of the American Valley Community Services District held on May 10, 2018 at 900 Spanish Creek Road, Quincy, California, in Plumas County.

Present: Denny Churchill, President  
Ruth Jackson, Director  
Richard Castaldini, Director  
Douglas Ely, Director  
Michael Beatty, Director  
Katie Nunn, Board Secretary

Kathy Felker, Vice-President  
Kimber Kraul, Director  
Bill Martin, Director  
Darrell Brown, Director  
Jim Doohan, General Manager  
Josh Nelson, Best, Best and Krieger

Absent: John Kolb, Director

The meeting was called to order at 9:53 a.m. by President Churchill and it was determined that a quorum was present.

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

### **PUBLIC FORUM:**

No public present.

### **APPROVAL OF MINUTES FOR THE AVCSO REGULAR MEETING:**

**Director Jackson moved to approve the amended minutes of the regular meeting April 12, 2018. Director Brown seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

### **LEGAL:**

**The Board went into closed session at 9:55 a.m.**

**The Board returned to open session at 10:05 a.m.**

President Churchill reported that there was no action taken.

### **BOARD OF DIRECTORS:**

**Director Kraul moved to approve the amended Policy 3082, Check Signing. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

**Director Jackson moved to approve Policy 3040, Expense Authorization. Director Kraul seconded and the motion passed unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

**Director Brown moved to introduce and waive the first reading of Ordinance Number 2, Finance. Director Ely seconded and the motion passed unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

**Director Beatty moved to introduce and waive the first reading of Ordinance Number 2, Finance, as amended. Director Kraul seconded and the motion passed unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

Director Martin reported on the Budget Committee meeting held on May 9, 2018. The quarterly financials were presented by Mr. Kimmel and everything looks good. The Board will be asked to approve the 2018-19 budget at the June meeting.

Director Beatty reported on the Personnel Committee meeting held on May 8, 2018. The Personnel Committee is continuing to work with the General Manager and the Business Manager as needed.

**Director Ely moved to close the East Quincy office as of June 29, 2018. Director Martin seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

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

The contract for the Assistant General Manager for Operations was tabled until the June meeting.

#### **GENERAL MANAGERS REPORT:**

General Manager Doohan gave an update of ongoing projects. The water tanks were inspected. It was suggested that the District look into fencing the tanks. The Board directed Mr. Doohan to get a quote for fencing.

The Board requested Mr. Doohan look into getting the SCADA system synced to the West zone to assist with the transition. The truck radios also need to be reprogrammed and put on the same frequencies.

**Director Kraul moved to approve the quote for replacing the drop pipe and check valve at Well #9. Director Castaldini seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

#### **FINANCIAL REPORTS:**

The bills for April were presented.

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

**Director Ely moved to approve each zone contributing \$250,000 to the new AVCSD checking account. Director Kraul seconded and the motion carried unanimously. Ayes: Churchill, Felker, Jackson, Ely, Castaldini, Martin, Brown, Beatty, Kraul; Noes: None; Absent: Kolb**

The Wastewater Treatment and Collection grant schedules were presented for the Board to 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 Kraul seconded. The meeting adjourned at 11:40 a.m.**

Signed:

Attested:

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Denny Churchill, President

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Katie Nunn, Board Secretary