

## MINUTES

Minutes of the adjourned regular meeting of the Board of Directors of the Quincy Community Services District held on May 11, 2017 at 900 Spanish Creek Road, Quincy, California, in Plumas County.

Present: Denny Churchill, President  
Kimber Kraul, Vice-President  
Richard Castaldini, Director  
Ruth Jackson, Director  
Douglas Ely, Director  
Larry Sullivan, General Manager  
Jan Klement, Attorney at Law  
Katie Nunn, Board Secretary  
Mike Green, East Quincy Services District  
Victoria Metcalf, Feather River Publishing  
Kathy Felker, East Quincy Services District Board Member  
John Kolb, East Quincy Services District Board Member  
Rebecca Herrin, Plumas County Building Department  
Jerry Sipe, Plumas County Environmental Health Department  
Nick Trover, Charter School

Absent: None

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. Vice-President Kraul seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

**APPROVAL OF MINUTES OF April 13, 2017: Vice-President Kraul moved to approve the minutes of the regular meeting of April 13, 2017. Director Jackson seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

### **PUBLIC FORUM:**

None

### **LEGAL:**

Mr. Klement reported that the list has been sent to the bonding company from Mr. Webster and we are waiting on a reply.

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

The Board returned to open session at 9:27 a.m.

There was no action taken.

### **BOARD OF DIRECTORS:**

**Vice-President Kraul moved to approve the five year irrigation agreement with Rick Leonhardt, Kris Leonhardt and the Feather River Land Trust. Director Jackson seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

**Vice-President Kraul moved to approve payments to PACE Engineering from the joint Wastewater Treatment account. Director Ely seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

**Director Jackson moved to approve the 2.45% COLA in accordance with the QCSD Policy 2040. Vice-President Kraul seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

Mr. Trover, representing the Charter School, presented his request to install a STEP System for the wastewater on the proposed new school site. Mr. Sipe discussed the STEP System in more detail. The new line would be installed by the Charter School with no cost to the District. At this time, they are only requesting the Board approve the concept. The final plans will come later.

**Director Castaldini moved to approve the conceptual idea for the Charter School to install a STEP System to handle their wastewater. Vice-President Kraul seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

There was no Wastewater Treatment Rate Committee meeting to be reported on.

Director Jackson reported the Consolidation Committee meeting was scheduled, but not held due the joint AVCSA meeting being held.

**Director Castaldini moved to Approve Resolution 2017-02, Authorization for LAFCo to begin Consolidation Proceedings. Director Jackson seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

The Board regretfully accepted General Manager Sullivan's letter of retirement. **Director Ely moved to accept the letter of retirement. Vice-President Kraul seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

A Budget Committee meeting is scheduled for May 15, 2017 at 9:00 a.m.

A Personnel Committee meeting to meet with the Management Team will be held in the next week. President Churchill will schedule the meeting.

A Special Meeting will be held June 20, 2017 at 9:30 a.m. to finalize the signatory items that will need to change when General Manager Sullivan retires.

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

General Manager Sullivan reported on the current operations and projects.

The District is supplying PACE Engineering with the follow up information for the water grant.

Staff is working to repair a leak from the water system by Norton Well.

#### **WASTE WATER ISSUES/PROJECTS:**

The first pay request has been submitted for the Wastewater Collection Grant. There will be some bills that were paid from the general operating account that will need to be paid back from the Wastewater Collection bank account.

#### **FINANCIAL REPORTS:**

The bills for April were presented.

**Vice-President Kraul moved to approve the April bills as presented. Director Jackson seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

**Vice-President Kraul moved to approve the February and March Financial Statements as presented. Director Ely seconded and the motion carried unanimously. Ayes: Castaldini, Churchill, Jackson, Kraul; Ely; Noes: None; Absent: None**

#### **WATER ISSUES/PROJECTS:**

The amended water permit was presented for the Board to review.

The water production and conservation reports were presented to the Board for review.  
The spring is continuing to produce enough water that the wells are running minimally.

**ADJOURNED: Director Ely moved to adjourn the meeting, Vice-President Kraul seconded. The meeting adjourned at 10:45 a.m.**

Signed:

Attested:

---

Denny Churchill, President

---

Katie Nunn, Board Secretary