

CLEAR CREEK COMMUNITY SERVICES DISTRICT

Board of Directors, Johanna F. Trenerry, Chairwoman
Irwin Fust, Vice-Chairman - Doug Evans, Director
Virginia Bassham, Director - Mark Engel, Director
5880 Oak Street, Happy Valley, CA 96007
Phone: (530) 357-2121 Fax: (530) 357-3723

REGULAR MEETING

Wednesday, January 17, 2018 at 9:00am
District Office

MINUTES

DIRECTORS: Johanna Trenerry, Irwin Fust, Doug Evans, Virginia Bassham and Mark Engel

STAFF: Kurt Born, Richard Cascarina & Roxanna Sanford

AUDIENCE: Tammy Cole and Sheila Barnes

CALL TO ORDER: The meeting was called to order at 9:01AM.

PLEDGE OF ALLEGIANCE: Chairwoman Trenerry led the Pledge of Allegiance.

OPEN TIME: Sheila Barnes gave an update on the Free Little Library.

CONSENT/AGENDA: A motion was made by Vice-Chairman Fust and seconded by Director Bassham to approve the minutes of November 15, 2017, the minutes from Special Meeting on January 10, 2018, November 2017 & December 2017 Financial Statement and the paid bills from 11/27/17, 11/29/17, 12/11/17, 12/26/17 & 1/10/18 totaling \$286,087.16

Motion was voted on and unanimously, approved.

OLD BUSINESS:

None

NEW BUSINESS:

REQUIRED DIRECTOR TRAINING: General Manager Born stated that he has given a list to the Directors that need to update their training. Director Engel stated that sexual harassment training used to be optional. Mr. Born stated that it is required now. Vice-Chairman Fust stated that Mr. Born was going to make a list of all Regulatory expenses. Mr. Born stated that it is done and you can all have a copy of it today before you leave.

BRETT CHRISTENSEN - REQUEST FOR REDUCED CAPACITY CHARGES: Assistant Manager Cascarina explained that he had a meeting with Jim, Brett and Brett's father. During the meeting it was explained to him that at the time of purchasing the property the seller, Larry Ritchie had told him that there was a meter on the property. In 2006, Mr. Ritchie had purchased the property and paid for a 1" meter to be installed on his property. The meter was installed. In 2010, Mr. Keller purchased the property/house and came in to the office to sign up for service. It was at that time that we realized that the meter was actually in the wrong place. Mr. Cascarina instructed the field crew to do a hot tap and tie in a new line to service the correct lot. Leaving the other one for future use. When Mr. Christensen came into the office and wanted to know where his meter was, Mr. Cascarina did more research. Come to find out a property line adjustment (PLA) was already in the process of being done at the time that Mr. Ritchie came into the office and paid for his installation. After a discussion a motion was made by Director Bassham and seconded by Director Evans to use 2010 capacity charges for the ¾" meter installation for Brett Christensen.

Motion was voted and unanimously, approved.

ORDINANCE 2018-01 - WORKPLACE VIOLENCE POLICY/TRESSPASSING: General Manager Born stated after the discussion at the last BOD meeting and then going home and seeing on the news an act of violence in the workplace, it was decided to put a policy together. Sheila Barnes asked if this policy is just for the office. Mr. Born stated that it is for the whole District. Director Engel stated that he feels that we should review the policy first, before approving it. After a discussion a motion was made by Vice-Chairman Fust and seconded by Director Bassham to table Ordinance 2018-01 to another time.

Motion was voted on and unanimously, approved.

ORDINANCE 2018-02 - INTERACTIVE PROCESS POLICY: General Manager Born stated that this ordinance addresses an issue that needs to be put into place in an effort to stay in compliance with regulations as required by the American Disabilities Act. Mr. Born stated that this policy covers us. Director Engel as well as Director Bassham stated that they felt that legal council should review it. Mr. Born stated that

JPIA's representative looked it over and gave it her approval. A motion was made by Vice-Chairman Fust and seconded by Director Evans to approve Ordinance 2018-02. Motion was voted on and approved - 4 Ayes and 1 Abstain.

ORDINANCE 2018-03 - DRUG AND ALCOHOL POLICY: General Manager Born stated that the Department of Transportation has updated the rules and regulations regarding drug and alcohol abuse and accordingly the JPIA has updated their policy on drug and alcohol use in and around the workplace.. Mr. Born stated that the company who we use sent a new list of drugs that they will be testing for now. Vice-Chairman Fust asked if fentanyl is on the list. Mr. Born stated no it is not. Director Bassham asked if all employees get random drug testing. Mr. Born stated that just the people who have Class A or B Drivers licenses, Jim, Jack, Robert & Rick.

A motion was made by Vice-Chairman Fust and seconded by Director Evans to approve Ordinance 2018-03.

Motion was voted on and approved - 3 Ayes and 2 Abstain.

PUMPING EFFICIENCY AND TESTING SERVICES: General Manager Born stated this is a free service that we take advantage of. These tests were conducted on wells 1, 2 and 3. Mr. Born spoke with the owner of the company that does the testing and he stated the results for well 1 were less than favorable, wells 2 and 3 returned excellent results. Number 1 is at the bottom end of the measurable scale coming in at 51% efficiency, where 50% is considered the bare minimum. The water is much better quality from wells 2 and 3 anyway. Well 1 is much higher in iron and manganese, so we try not to use it as much.

SPECIAL RECOGNITION - JPIA: Chairwoman Trenerry congratulated all of the staff at Clear Creek CSD for receiving two awards from JPIA. One for achieving a low ratio of paid claims to deposit premiums 0% in the Workers Compensation Program and the other one for achieving a low ratio of paid claims to deposit premiums in the Liabilities Program (0%) for the year 2017.

NATIONAL PARK SERVICE - WHISKEYTOWN – UPDATE: General Manager Born stated that the park service sent us a letter stating that they will help clear the brush when we get ready to fix the problem on station 144+50.

OPERATIONS & ADMINISTRATION

STAFF REPORTS: Assistant Manager Cascarina stated that the field crew has been busy doing routine meter reads and maintenance. We have found some meters that are in need of a rebuild or replacement. Jim ordered more registers to replace Route 9 as an ongoing attempt to eliminate the few Trace registers we still have in service. A fire hydrant was relocated for Connie Casey on Gilman Place in order to accommodate a

new driveway. There have been two main ruptures and three service leaks since November. A 4" AC main ruptured underneath Happy Valley Road near the old feed store on Nov 24th. The crew replaced the entire section of 4" AC with new PVC. A 12" AC main ruptured directly across the street from the District office on Dec 4th. Repairs were made on Dec. 5th, a service line on Shawn Drive was also repaired the same day. A 1" PVC service line ruptured on Majestic View Drive on Dec 18th. Service to about 30 customers was interrupted for nearly six hours. After waiting for emergency locates, it was quickly repaired. A small meter setter was repaired on Whispering Canyon the same day. Paving repairs for the Happy Valley Road crossing and the Majestic View service leaks are scheduled for the first part of January. Centerville's retro billing is all current, 2014/2015 and 2015/2016. Water used to date is 3465 acre feet and we scheduled 3711 acre feet, so we have used 93.4%. Just starting to review the 2016-2017 rate analysis, will meet with Char to get more information that is needed and schedule next year's water. Backwash Recycle Project update - Roger, Matt & Bill are running the plant manually right now. Demo of existing panels and setting the new panels and in the process. Estimated two weeks of transition to the new system. We had our annual Hazardous Materials Business Plan Inspection and everything was good. Last week the four million gallon tank was cleaned, it is in good condition. GSA update - nothing to report at this time.

STANDING COMMITTEE REPORTS:

LAFCO: Vice-Chairman Fust advised our next meeting is February 1st. Larry Russell was elected as LAFCO's public representative.

FARMERS MARKET: Chairwoman Trenerry stated that there is a meeting tonight at 6:00PM her house.

HAPPY VALLEY PRIDE: Chairwoman Trenerry stated that our next road clean-up will be February 3rd, 2018. 8:00AM to 11:00AM. Meet at Happy Valley Community Center. Garbage bags and vests will be provided. Please bring gloves and good shoes. Coffee and breakfast cakes will be served at 8:00AM. If you cannot attend please clean up your and your neighbor's area.

QUESTIONS AND/OR PUBLIC COMMENTS: Vice-Chairman Fust asked to please put on the agenda for next month discussion to having at least one evening meeting a year.

ADJOURNMENT: 10:47 AM

Submitted by,



Roxanna Sanford
Secretary



Johanna Treneroy, Chairwoman



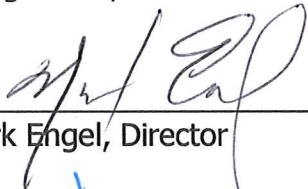
Irwin Fust, Vice Chairman



Doug Evans, Director



Virginia Bassham, Director



Mark Engel, Director

ATTEST:



Kurt Born, General Manager