

CLEAR CREEK COMMUNITY SERVICES DISTRICT

Board of Directors: Irwin Fust- Chair; Chuck Jones - Vice; Johanna Trenerry - Director; Patricia Delzell - Director; Scott McVay, Director
5880 Oak Street, Anderson CA 96007
Phone: (530) 357-2121; Fax: (530) 357-3723

REGULAR MEETING

November 16, 2022
District Office Board Room
5880 Oak Street, Anderson CA 96007

MINUTES

CALL TO ORDER: Chairman Fust called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE: Director Trenerry led the pledge.

ROLL CALL: Irwin Fust, Johanna Trenerry, Patricia Delzell, Scott McVay. Absent Chuck Jones.

Chairman Fust recognized Beverly Fickes and Terry Lincoln who were elected to the Board in the November elections. After the votes are certified, they will be seated at the Board's December meeting. Chairman Fust thanked Johanna Trenerry for her many years of service to the Board and also Patricia Delzell for her service in improving the District.

STAFF: General Manager Paul Kelley, Administrative Assistant Kristen Thomas

OPEN TIME: No speakers

CONSENT AGENDA:

- A. Minutes from the Board: 3-30-22, 10-19-22. Committee Finance: 4-14-22; Personnel: 3-28-22
- B. Paid Bills: 10-17-22 to 11-14-22 - Director McVay inquired about several line items. He also asked about several voided checks. Assistant Thomas indicated that it was a printing issue and they had to be reprinted.
- C. Payroll: 10-28-22, 11-11-22
- D. Activity Reports - Continued to next meeting

Director McVay moved to approve the consent agenda. Director Delzell seconded the motion, which carried unanimously. Ayes - 4; Nays - 0; Abstentions - 0.

GM Kelley reported that the minutes going forward from this meeting would have signature blocks for the Chairman of the Board, General Manager, and Secretary. Additionally, there was an inquiry from the community regarding the posting of the minutes on the District website and once these past minutes have been signed by the

Board, they will be posted. The minutes were presented to the Board in a folder for their signatures. GM Kelley stated that he, as well as the Board, had several questions regarding the monthly activity reports presented at the October 2022 meeting. He had requested this item be continued as he was unable to complete the research. GM Kelley indicated that with the old accounting system not all questions may be resolved.

OLD BUSINESS/NEW BUSINESS:

- A. USBR Account Reconciliation (Discussion) - GM Kelley reported that the District had not received a follow up response from USBR, so there was nothing to report. There were several questions regarding the amount due as it didn't add up correctly.
- B. Audit Report (Discussion/Action) - GM Kelley reported that a draft audit report was received last week from the auditors. Provided in the packet was the preliminary overview and the District's commitment letter. GM Kelley recommended that the new bookkeeper and himself sit down with the auditing firm to go over and bring back to the Board for final approval. He also recommended that the Finance Standing Committee hold a meeting to review the data. Director McVay asked about the timeliness of the District's audits. GM Kelley agreed that the 21/22 audit should start within 6 months of the close of the Fiscal Year. He stated that first we have to wrap up the 20/21 audit. Director Trenerry moved that the audit be sent to the Finance Committee once audit is finalized. Director McVay seconded the motion, which carried unanimously. Ayes - 4; Nays - 0; Abstentions - 0
- C. Orland-Artois Water District - October 20 Letter (Discussion/Action) - GM Kelley spoke on the letter in the packet from the GM of the Orland-Artois Water District. Their request is to start a dialogue with Clear Creek on a plan that will benefit both Districts and make good use of contract water in years it is abundant and going unused. GM Kelley asked for Board input and direction on this request. Chairman Fust stated that the District had sold water in the past to Orland-Artois. The Board agreed that in wet water years it makes sense to sell water if the USBR allows it. Director McVay requested caution on any long-term agreements but noted it has the potential to be a good proposal for both Districts. GM Kelley stated that no agreement would happen until it came before the full board. Additionally, all the hard numbers would have to be identified before proceeding. Sandy Winters voiced concern over the selling of water and thought the District had sold water in the past to Orland-Artois cheaper than what Clear Creek customers had paid. Chairman Fust stated that was not true but regardless any agreement would be thoroughly reviewed. Director Trenerry moved to have the General Manager engage in a conversation with the Orland-Artois Water District and to bring back to the Board for review. Director McVay seconded the motion, which carried unanimously. Ayes - 4; Nays - 0; Abstentions - 0
- D. Water Use Restrictions (Discussion/Action) - GM Kelley spoke on the past two drought ordinances and modifications that were made last summer. He stated that the State is still under drought restrictions. Director McVay asked about current water reserves from McConnell Foundation and whether more well water was

needed to supplement the McConnell water. GM Kelley reported that the District still has 339 AF of McConnell water (later verified as 286 AF) and that the District was on track to use it all by end of February. Chairman Fust asked if there was sufficient amounts of water to carry the District through the water year whether the water restrictions still needed to be in place or whether they could be lifted as well as the penalty. GM Kelley stated the Board needed to be cautious as the State is under 20% water usage reduction and it's nice to point to our ordinance which shows a 25% reduction in water usage. The District currently is still in compliance with all State restrictions. The Board discussed the possibility of eliminating penalties on a month to month basis but not lift the restrictions. Director Trenerry moved to suspend the penalties for the next month and to revisit on a month to month basis. Director McVay seconded the motion, which carried unanimously. Ayes - 4; Nays - 0; Abstentions – 0

- E. Signer on Accounts/Check Signer - General Manager (Discussion/Action) - GM Kelley indicated that at the last meeting the Board moved to add Director McVay as a signer on the accounts. After contacting the bank they need everyone to sign as some Directors were coming on and some would be coming off. The bank needs to see Board action that the General Manager has been added as a signer also. The Board discussed postponing signing until December meeting so all pertinent Directors and staff would be available. The Board also discussed the merits of having the General Manager as a signer. Director Trenerry moved to have General Manager Kelley be authorized as a signer on accounts and checks. Director Delzell seconded the motion, which carried unanimously. Ayes - 4; Nays - 0; Abstentions - 0.

CLOSED SESSION ANNOUNCEMENT:

Before heading to closed session, Chairman Fust asked if there were any community concerns.

Speaker: 1- Beverly Fickes addressed the Board and reminded them that the HVCC had reviewed the MOU and had prepared a list of concerns for consideration by the Board.

2- Pam Beaver also voiced concern over the MOU and stated the MOU needed to be scrutinized so it was something the District and community could afford and live with. Chairman Fust moved to closed session at 6:51 p.m.

- A. Conference with Labor Negotiators. Designated Representatives: Directors - Irwin Fust and Chuck Jones; GM - Paul Kelley
- B. Adjourn from Closed Session - The Board reconvened at 7:31 p.m. Chairman Fust reported that after discussion, the Board appointed General Manager Kelley as principal negotiator with UPEC 792.

GENERAL MANAGERS REPORT:

GM Kelley gave a quick activity overview of the last three weeks. He reported that the new Bookkeeper/Accountant Melissa Tenney started November 14th and will be a huge asset to the District. GM Kelley indicated that he has met with PACE Engineering to review all the district's needs, project, and much more. He stated that he was following up with some grant monies through several sources.

OPERATIONS REPORT:

GM Kelley reported that there are 249 delinquent accounts totaling \$29,647.49. Some accounts are minimums on empty properties that are several years behind. He stated that the penalties for October are \$7650.00 before adjustments. GM Kelley reported that under the WTP Operations Clear Creek used 165 AF of water in October. He noted that Filter #3 and #4 are offline for inspection and a surface wash arm repair. Under Distribution Report, the crew is making plans to replace the 14" valve on the corner of Olinda Road and Happy Valley Road. They have also been checking Chlorine levels to make sure they meet the health requirements. Staff is also reading meters this week. GM Kelley noted that the lock out program has brought in a lot of customers to pay on their accounts. Director McVay asked for a more concise penalty amount and whether it would be reflected on a future monthly activity report. He stated the Board never hears the actual amount.

STANDING COMMITTEE REPORTS:

- A. FINANCE - Director McVay asked about scheduling midyear budget review and asked GM Kelley to let the Board know at the next meeting. Director McVay also asked about the Interim General Manager's bump in pay while fulfilling those duties and whether that increase had stopped. It was noted that the Board had approved back pay and that to date Mr. Palmaymesa had not received those funds. GM Kelley stated he would report back on this.
- B. PERSONNEL - Nothing to report.
- C. AGRICULTURE - Director Trenerry reported on the possibility of a pop up farmers market at Bonney's Burgers. She noted that she would not be assisting with the Agriculture Committee once she retired. Director Trenerry gave praise to Matt's Tractor Service for tractor service and has his number for anyone interested. She felt it would be beneficial to provide a list of all businesses in the community that provide services. Director Trenerry stated that Shasta Healthy was also looking for a list of farmers in the community and they would put that data on their website.
- D. PLANNING/STEERING - Chairman Fust stated that a meeting had been scheduled with Interim GM Palmaymesa but had been postponed. The committee needs to set down and start prioritizing projects.

BOARD MEMBER ITEMS:

Chairman Fust reported on the EAGSA meeting that occurred earlier today. The main thrust was to find a better way to finance costs for the EAGSA. He stated the management committee met and developed several scenarios on cost allocations between the six entities. They determined and recommended that the current cost allocation was the best and equitable. Director McVay noted that the group is working on a grant to cover the costs.

Director McVay recommended that because the Board has had such a big turnover the last few months that all board members review Robert's Rules of Order so that we are following proper procedures. GM Kelley stated he would review ACWA/JPIA training materials to see what was available. Chairman Fust stated that it was a good idea in order to keep the meetings business like.

Beverly Fickes asked Chairman Fust to remember to bring up the MSR for Clear Creek to LAFCO since the District's audit has been completed. Chairman Fust stated the next LAFCO meeting was December 1, 2022, and that several reviews were being worked on, the biggest one for the City of Redding. He indicated that Clear Creek's review was still top priority.

GM Kelley mentioned that the next regularly scheduled Board meeting was December 21, 2022, and there had been some discussion about moving it to December 14, 2022. The Board would need to agree to change the meeting date. Director McVay moved to change the regularly scheduled Board meeting from December 21, 2022, to December 14, 2022. Director Trenerry seconded the motion, which carried unanimously. Ayes - 4; Nays - 0; Abstentions - 0

Director Trenerry reported on her tenure with the Clear Creek Community Service District and stated her strength was perseverance. She stated she enjoyed her roll with the District. GM Kelley noted Director Trenerry was the longest serving Director in the history of the District. Director Delzell stated that her service was short and sweet and while she would no longer be on the board, she planned on keeping up with District affairs as a customer in the audience.

ADJOURNMENT:

Chairman Fust adjourned the meeting at 7:54 p.m.

Submitted by



Paul Kelley, GM/Secretary to the Board

Irwin Fust, Chairman