

**EAST QUINCY SERVICES DISTRICT
179 ROGERS AVENUE, QUINCY, CA 95971
REGULAR MEETING MINUTES OF TUESDAY NOVEMBER 8, 2016
CALL TO ORDER**

The Regular Meeting of the East Quincy Services District Board of Directors was called to order by Chairman Felker at 6:30 p.m.

BOARD MEMBERS PRESENT

Kathy Felker
Mike Beatty
Bill Martin
Darrell Brown
John Kolb

BOARD MEMBERS ABSENT

DISTRICT PERSONNEL PRESENT

Mike Green, General Manager
Vicki Poh, Secretary ProTem
Dan Bastian, Bastian Engineering

PUBLIC PRESENT

Erin Roth, Feather River Publishing

PUBLIC COMMENT

There was no public comment at this time.

ADDING OR REMOVING ITEMS ON AGENDA

Item 16- Closed Session was removed from the agenda.

MINUTES

The minutes of the Regular Meeting of October 11, 2016 and the Special Meeting of October 25, 2016 were presented to the board for their review and approval.

A MOTION was made by Director Martin to approve the minutes of the Regular Meeting of October 11, 2016 with corrections. The motion was seconded by Director Brown and the results of the vote are as follows:

AYES: Directors Beatty, Martin, Brown and Chairman Felker

NOES: None

ABSTAIN : Director Kolb

A MOTION was made by Director Martin to approve minutes of the Special Meeting of October 25, 2016 as presented. The motion was seconded by Director Brown and the results of the vote are as follows:

AYES: Directors Beatty, Martin, Brown, Kolb and Chairman Felker

NOES: None

ABSENT : None

DISTRICT CORRESPONDENCE

- a.) **Write Off Final Billing 1629 Weldon Avenue:** The Board was presented the outstanding bill due 1629 Weldon Avenue. It was explained that the property had sold and the old owner failed to pay the final bill. After a short discussion **A MOTION** was made by Director Brown to write off the \$84.95 debt as uncollectable. The motion was seconded by Director Martin and the results of the vote are as follows:

AYES: Directors Beatty, Martin, Brown, Kolb and Chairman Felker

NOES: None

ABSENT : None

- b.) **100 Forest View Drive:** The Board was presented with a bill for plumbing work at 100 Forest View Drive. The homeowner submitted the bill to the District for plumbing issues that were caused by the District's unscheduled emergency shut off of the water main on Forest View Drive when a copper service line was separated during a repair dig. **A MOTION** was made by Director Martin for the District to pay the bill submitted. The motion was seconded by Director Beatty and the results of the vote are as follows:

AYES: Directors Beatty, Martin, Brown, Kolb and Chairman Felker

NOES: None

ABSENT : None

- c.) **Reminder of AVSCA meeting:** The Board was presented with the ad that will run in this week's edition of the Feather River Bulletin informing the public of the AVCSA meeting on Tuesday November 15, 2016 at 6:00pm at the Plumas County Library Quincy Branch.

CONSOLIDATION OF DISTRICTS

It was reported that the Consolidation Committee had their first meeting on Monday November 7, 2016. They made a tentative list of goals for the District's to concentrate on. First on the list is the need for a new Joint Powers Agreement. The committee has decided to contact attorney Andy Morris, formerly of Best, Best and Kreiger, for impartial legal help in writing the new agreement. The committee may need access to funding from the two Districts for expenses and has requested that this item be listed as an "action item" on next month's agenda.

WASTE WATER TREATMENT PLANT COMMITTEE

Director Martin reported on the committee meeting of November 3, 2016. The committee has created a tentative schedule of future meetings. The Capital Improvement Program will be submitted to Pace so that it can be included in the rate study. Completion of the rate study should give us a five-year forecast for rates.

SOLAR FARM

Very little to report but the County is interested in doing their own solar farm.

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvement Program was presented for approval. Director Martin lead a short discussion regarding the Program and explaining that the District's Reserves are now more allocated than they were with the previous Capital Improvement Program. After a short discussion **A MOTION** was made by Director Kolb to approve the Capital Improvement Program as presented and provide a copy of the program to Pace Engineering so they can include the information in the rate study they are compiling. The motion was seconded by Director Brown and the results to the vote are as follows:

AYES: Directors Beatty, Martin, Brown, Kolb and Chairman Felker

NOES: None

ABSENT: None

RESOLUTION 295

The Board was presented with Resolution 295 authorizing our participation in the CSDA District Purchasing Card Program which names an authorized representative of the District. The resolution was requested by Bank of the West in order to continue participating in the program. After a brief discussion, **A MOTION** was made by Director Martin approving the resolution. The motion was seconded by Director Kolb and the results of the vote are as follows:

AYES: Directors Beatty, Martin, Brown, Kolb and Chairman Felker

NOES: None

ABSENT : None

GENERAL MANAGERS REPORT

- (a) **Bank Accounts**-The Board was presented with the proposals from US Bank and Plumas Bank. After a short discussion **A MOTION** was made by Director Kolb to accept Plumas Bank's proposal. The motion was seconded by Director Martin and the results of the vote are as follows:

AYES: Director Kolb, Martin, Brown and Chairman Felker

NOES: None

ABSTAIN: Director Beatty

- (b) **AMR/AMI Cost Savings**- The Board was presented with a list of potential savings if the District changed to an Automatic Meter Read system.
- (c) **Ongoing Projects**- Another system leak was found and repaired. Water loss from the leak was estimated at 100,000 gallons a month. The leak was found by servicemen while reading meters at the end of October.

STAFF REPORT

(a) **Water Report**-It was reported that we pumped 8,308,300 gallons of water in October and we billed out 7,766,950 gallons of water. This left a difference of 541,350 gallons or 6.5%. Staff also presented the Board with year to date production totals and compared those totals to 2013 and 2015 totals for the months of January through October. 2016 shows a reduction in production in the amount of 6% from 2015 and 20% from 2013.

(b) **Wastewater Flow**-It was reported that we pumped 4.942 million gallons of effluent to Quincy Community Services District for treatment during the month of October.

(c) **Quincy Community Services District Agenda**-The agenda for Quincy Community Services District was presented for the board's information.

(d) **WWT Capital Expenditure Account**-A statement from the account was presented to the Board.

(e) **Water Leak Forgiveness Program**- The Board revisited the leak forgiveness program proposal that was presented to them at the last regular meeting. After some discussion **A MOTION** was made by Director Brown to adopt the policy. The motion was seconded by Director Kolb and the results of the vote are as follows:

AYES: Directors Kolb, Brown and Martin

NOES: Director Beatty and Chairman Felker

ABSENT: None

FINANCE REPORT

Staff presented the board with the fund balance and the monthly transfers for their review and approval. **A MOTION** was made by Director Martin to transfer funds as presented. The motion was seconded by Director Kolb and the results of the vote are as follows:

AYES: Directors Beatty, Martin, Kolb, Brown, and Chairman Felker

NOES: None

ABSENT: None

DIRECTOR'S AND MANAGER'S COMMENTS

Chairman Felker had no comment at this time.

Director Beatty discussed a tour he took of Shasta Dam and encouraged other Board Members to take the tour if they had the opportunity.

Director Martin had no comment at this time.

Director Kolb discussed the Fire Safe Council and the large number of trees in the state that are dying due to drought and bug infestations especially in the vicinity of Yosemite.

Director Brown had no comment at this time.

Manager Green had no comment at this time.

APPROVE MONTHLY PAYMENTS

Staff presented the board with the monthly payments for approval. **A MOTION** was made by Director Beatty to approve payments for the month of October. The motion was seconded by Director Kolb and the results of the vote are as follows:

AYES: Directors Betty, Kolb, Martin, Brown, and Chairman Felker

NOES: None

ABSENT: None

CLOSED SESSION

This item was removed from the agenda.

ADJOURNMENT

A MOTION was made by Director Beatty to adjourn the meeting at 8:22pm. The motion was seconded by Director Kolb and the results of the vote are as follows:

AYES: Directors Beatty, Kolb, Martin, Brown, and Chairman Felker

NOES: None

ABSENT: None

Respectfully submitted,

Vicki Poh
Secretary Protem