

**EAST QUINCY SERVICES DISTRICT
179 ROGERS AVENUE, QUINCY, CA 95971
REGULAR MEETING MINUTES OF TUESDAY DECEMBER 12, 2017
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
John Kolb
Darrell Brown

BOARD MEMBERS ABSENT

None

DISTRICT PERSONNEL PRESENT

Mike Green, General Manager
Shawneen Howe, Secretary
Dan Bastian, Bastian Engineering
Jennifer McQuarrie, Attorney

PUBLIC PRESENT

Victoria Metcalf, Feather River Bulletin
Jim Doohan, General Manager, Quincy Community Services District
Katie Nunn, CFO, Quincy Community Services District
Amanda Hayes, Flannigan Leavitt Group
Mike Flannigan, Flannigan Leavitt Group

OATH OF OFFICE

The District Secretary Howe administered the Oath of Office to Director Felker and Director Martin for their next term of office. Their seats will be up for election in December 2021.

PUBLIC COMMENT

There was no public comment at this time.

ADDING OR REMOVING ITEMS ON AGENDA

There was nothing to be added or removed at this time.

MINUTES

The Minutes of the Regular Meeting of November 14, 2018 were presented to the board for their review and approval. **A MOTION** was made by Director Kolb to approve the Regular Meeting of November 14, 2017 with corrections. The motion was seconded by Director Martin and the results of the vote are as follows:

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

NOES: None

ABSTAIN: None

DISTRICT CORRESPONDENCE

There was no correspondence at this time.

CONSOLIDATION OF DISTRICTS

- a) **WWTP Rate Committee Recommendations** – The committee did not meet since the last board meeting.
- b) **Property/Liability and Worker Compensation Insurance**-Mike Flannigan presented the board with the proposal for the board to consider that would cover the American Valley Community Services District. There was a question and answer session regarding the proposal.

PLUMAS COUNTY COMMUNITY DEVELOPMENT COMMISSION

Manager Green informed the Board that the Plumas County Community Development Commission (PCCDC) had answered the questions from the board.

Will the district have to pay costs upfront? There will be no money required to be put up before the work is to begin.

How long will this process take? The time line would be 30 to 60 days.

The board had a discussion of this option and had a few more questions:

What is the success rate of obtaining the grant?

How much will the district have to pay if the grant is not awarded?

This item will be tabled until the next regular meeting.

HIGH SIERRA MUSIC FESTIVAL

High Sierra Music Festival submitted the final contract for the board to review and approve of the land rental next summer. A long discussion took place regarding the document and the renting of the land. Director Beatty wanted to make his opinion clear that he feels the district should not be in the land rental business and he does not agree with the approval of the contract.

A MOTION was made by Director Martin to approve and accept the terms of the lease agreement between the East Quincy Services District and the High Sierra Music Festival for the land rental from June 28, 2018 to July 9, 2018. The motion was seconded by Director Kolb and the results of the vote are as follows:

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

NOES: Director Beatty

ABSENT: None

GENERAL MANAGERS REPORT

Manager Green informed the board that:

- (a) **On Going Projects and Issues**- Manager Green informed the board that staff has been working on some overdue maintenance on Well #1. Staff has also been busy replacing the relief valves from well 7, 4, and well 8 and replacing them with an automatic valve system. The new automatic valves are less expensive and more reliable than the old valves.

GENERAL MANAGERS REPORT (cont'd)

- (b) **Estimate for replacement VFD at the West Lift Station-** Manager Green explained that the VFD at the west lift station is undersized and recommends replacing it with one size larger. This will allow the pumps to run longer before they shut down. The quote was presented from Codale Electric Supply Inc. for two VFD's in the amount of \$11,218.00. After a brief discussion, Director Beatty was not pleased that there was only one quote. He would like to table this item until other quotes can be obtained and presented to the board. Director Beatty would like to see a policy be in effect that requires more than one quote for large expenditures. This item will be revisited at the next regular meeting.

STAFF REPORT

(a) **Water Report-**It was reported that we pumped 5,674,090 gallons of water in November and we billed out 5,164,090 gallons of water. This left a difference of 510,000 gallons or 9% water loss.

(b) **Wastewater Flow-**It was reported that we pumped 6.870 million gallons of effluent to Quincy Community Services District for treatment during the month of November.

(c) **Quincy Community Services District Agenda-**The agenda for the December 14, 2017 and December 20, 2017 meeting was presented to the Board.

(d) **WWT Capital Expenditure Account-** The most current statement was presented at this time.

FINANCE REPORT

Staff apologized to the board for the delay in getting transfer information out in the packet. She had a medical emergency and was not able to get this last bit of information together for this meeting. The transfers will be presented at the next regular meeting. The fund balances were presented for their information.

DIRECTOR'S AND MANAGER'S COMMENTS

Chairman Felker had no comment at this time.

Director Beatty had no comment at this time.

Director Martin had no comment at this time.

Director Kolb had no comment at this time.

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 Martin to approve payments for the month of November. The motion was seconded by Director Brown and the results of the vote are as follows:

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

NOES: None

ABSENT: None

ADJOURNMENT

A **MOTION** was made by Director Brown to adjourn the meeting at 7:50 PM. The motion was seconded by Director Martin and the results of the vote are as follows:

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

NOES: None

ABSENT: None

Respectfully Submitted,

Shawneen Howe
District Secretary