

## MINUTES

Minutes of the regular meeting of the Board of Directors of the American Valley Community Services District held on January 11, 2018 at 445 W. Jackson St., Quincy, California, in Plumas County.

Present: Denny Churchill, President  
Bill Martin, Director  
Richard Castaldini, Director  
Douglas Ely, Director  
Michael Beatty, Director  
Jim Doohan, West General Manager  
Katie Nunn, Board Secretary  
John Kimmel, Bequette and Kimmel Accounting  
Mike Flanigan, Flanigan - Leavitt Insurance Agency  
Amanda Hayes, Flanigan - Leavitt Insurance Agency  
Victoria Metcalf, Feather River Publishing  
Kathy Beatty, Public  
Claire Churchill, Public  
Vicki Poh, Employee

Kathy Felker, Vice-President  
Ruth Jackson, Director  
John Kolb, Director  
Darrell Brown, Director  
Mike Green, East General Manager  
Josh Nelson, Best, Best and Krieger  
Marcy Demartile, Plumas County Elections  
Dave Cottle, Employee  
Toby Leathers, Employee

Absent: Kimber Kraul, Director

The meeting was called to order at 9:00 a.m. by President Churchill and it was determined that a quorum was present.

Director Jackson moved to accept the agenda. Director Martin seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

### ELECTION OF OFFICERS:

Director Beatty moved to appoint Denny Churchill as President of the AVCS D Board. Director Jackson seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Kolb moved to appoint Kathy Felker as the Vice-President of the AVCS D Board. Director Martin seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

### PUBLIC FORUM:

Kathy Beatty congratulated the Board on the Consolidation.

### APPROVAL OF MINUTES FOR THE FORMER EQSD AND QCSD MEETINGS:

Director Ely moved to approve the minutes of the regular meeting of January 9, 2018 for the former EQSD. Director Brown seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Ely moved to approve the minutes of the regular meeting of December 20, 2017 and the special meeting of January 2, 2018 for the former Quincy CSD. Director Castaldini seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

**LEGAL:**

The Board went into closed session at 9:03 a.m.

The Board returned to open session at 10:30 a.m.

No action taken.

President Churchill stated that the Board interviewed both Mr. Doohan and Mr. Green and it was not the Board's intention to take action at this time. Mr. Churchill will be signatory at this time for any necessary paperwork.

**BOARD OF DIRECTORS:**

Director Beatty moved to approve the quote from Flanigan –Leavitt Insurance Agency, Inc. to provide the insurance for the AVCSO. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul  
President Churchill will sign the necessary documents.

The General Manager selection was not made at this time.

Director Ely moved to approve changing "Zone A and Zone B" to "East and West". Director Kolb seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Attorney Nelson presented Resolution 2018-02, Approving Interim Employee Pay Scale and Benefit's, for the Board's adoption.

Mrs. Poh presented a statement on behalf of the employees of the former East Quincy Services District.

Director Ely moved to adopt Resolution 2018-02 as presented. Director Martin seconded and a roll call vote was taken. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

The following standing committees were formed and the following Board Members were appointed to the committees:

Personnel: Directors Ely, Brown, Beatty and Jackson

Budget: Directors Castaldini, Martin, Kraul and Vice-President Felker

NPDES: President Churchill and Director Kolb

Plumas County Special Districts Association: Director Ely

These committees will begin to meet as necessary. The first Personnel Committee Meeting is scheduled for January 24, 2018.

The Budget Committee will coordinate to schedule a meeting.

Attorney Nelson presented Ordinance No. 1 for the Board to review. The Resolution stating the regular meeting location will be presented at the second reading of the Ordinance in February. The Board discussed having night or day time meetings.

Director Ely moved to approve the regular meeting day and time as the second Thursday of the month at 9:00 a.m. Director Martin seconded and the motion carried. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Beatty; Noes: Brown; Absent: Kraul

Director Castaldini moved to waive the reading of Ordinance No. 1 and approve the Ordinance as presented. Director Ely seconded and a roll-call vote was taken. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Mrs. DeMartile presented information to the Board regarding the vacancy. Mr. Nelson explained that there is an exception in the Government Code that allows the Board to not fill the vacancy as long as the Board is moving towards a smaller Board.

Director Ely moved to decline to fill the vacancy on the Board. Director Beatty seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

PACE had not submitted an invoice at this time.

Director Kolb moved to authorize President Churchill to sign the PERS Application. Vice-President Felker seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Director Ely would like to discuss Green Waste when the Waste Management Contract is up for renewal.

**GENERAL MANAGERS REPORT:**

In the interest of time, there was nothing major to be reported on from the East or West zone.

**WASTE WATER ISSUES/PROJECTS:**

The DUE computation for the proposed additions in the East zone were discussed.

Director Kolb moved to approve charging one DUE per new connection for this project. Director Beatty seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

**FINANCIAL REPORTS:**

The bills for December for the West zone were presented.

Director Castaldini moved to approve the December bills as presented. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

Mr. Kimmel presented the November Financial Statements for the West zone.

Director Castaldini moved to approve the November Financial Statements as presented. Director Ely seconded and the motion carried unanimously. Ayes: Churchill, Felker, Martin, Jackson, Castaldini, Kolb, Ely, Brown, Beatty; Noes: None; Absent: Kraul

The WWT and WWC grant schedules were presented for review.

**WATER ISSUES/PROJECTS:**

The water production and conservation reports were presented to the Board for review.

Mr. Green will work with Steve Watson to update the Drinking Water Permit.

A Special Meeting was scheduled for January 25, 2018 at 9:00 a.m. at the County Library.

**ADJOURNED: Director Kolb moved to adjourn the meeting, Director Martin seconded. The meeting adjourned at 12:20 p.m.**

Signed:

Attested:

\_\_\_\_\_  
Denny Churchill, President

\_\_\_\_\_  
Katie Nunn, Board Secretary