

January 17, 2024

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Richison, Vice President Hopson, Director Woodstrom and
Director Whitehead
Absent: Director Oliver
Others Present: Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

1. Call to Order: President Richison called the meeting to order at 7:03 pm.
2. Public Comment Period: President Richison opened the public comment period. No comments were received. The public comment period was closed.
3. Approval of the December 13, 2023 minutes: Director Woodstrom moved to approve the minutes. Director Whitehead seconded. The vote was unanimous. Motion carried.
4. Authorize Payment of Bills for Current Expenses: Director Whitehead moved to pay the bills. Director Woodstrom seconded. Mr. Muehlbacher stated that the non-routine payments included the tax payment to the Texas Springs Water Project account. The Mead and Hunt payment is for the Muletown Generator project. The NBS payment is the quarterly admin fees for the Texas Springs Assessment. The payments to Predictive Maintenance Solutions and Pumping Efficiency Testing are for the vibration analysis, and annual testing on the pump motors and production meters. The vote was unanimous. Motion carried.
5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenue year to date was \$690,949 versus expenses of \$700,218. He mentioned that consumption has dropped a bit from budget. He stated that account 56450 shown on the report was incorrect. This was a typo and has since been corrected. He also mentioned that account 54800 reflects the demolition of the mezzanine.

Mr. Muehlbacher stated that the Capital revenue was \$47,873 versus expenses of \$213,738. He stated that the Skiles capacity charge is reflected here.

Reserve Fund Status Sheet: The total reserve is \$1,131,126. The notable change was the decrease in the O&M Reserves. A transfer was made of \$40,000 to cover cash flow for December.

NEW BUSINESS

1. Consider a Bill Review Appeal from William Wilson: Director Whitehead stated that the Resource and Planning Committee reviewed all of the correspondence from Mr. Wilson and the District Manager. They concurred with the District Manager that the appeal be denied. Director Whitehead moved to deny the adjustment of the bill. Vice President Hopson seconded. The vote was unanimous. Motion carried.

2. Consider Approval of a Will Serve Letter Application for a Commercial Property Located on Clear Creek Road - Applicant: Nickolas Bundy: Vice President Hopson stated that the Resource and Planning Committee met with Mr. Bundy and it is their recommendation that the Will Serve Letter application be approved.

Vice President Hopson moved to approve the Will Serve Letter. Director Whitehead seconded. The vote was unanimous. Motion carried.

3. Annual Report of Active Will Serve Letters: Mr. Muehlbacher stated that consistent with the policy this is the annual report for 2023. He stated that there were no new will serve letters given for 2023. The District continues to have an adequate supply of water for the existing potential growth of the District.
4. Annual Report of Discontinuations of Residential Services for Inability to Pay: Mr. Muehlbacher stated that pursuant to SB 998 - Water Shutoff Protection Act, the District must provide an annual report of the number of discontinuations of residential services for inability to pay. This year there were five disconnections for a total of four customers. This information has been posted on the District's website.

OLD BUSINESS:

1. Board of Director's Annual Re-organization Session for the 2024 Calendar Year (Section 5010.50, Centerville CSD Board of Director's Policy) - Committee Selection: President Richison stated that he believed that everyone is well suited for the committees they are currently on, so they will remain the same. Director Woodstrom moved to adopt the committees. Vice President Hopson seconded. The vote was unanimous. Motion carried.
2. Muletown Pump Station Generator Project Update: Mr. Muehlbacher stated that Mead and Hunt began working on the project. It has been confirmed that a propane generator will be used. He stated that the proposed generator will have a 3,000 gallon propane tank and would be able to run full time for three days if needed. The Board was concerned over the cost to run the propane generator during a power outage. Mr. Muehlbacher assured them that the generator would not run 24 hours 7 days a week. It would only run as needed to fill the tanks. Director Woodstrom asked that for future projects the Board be made aware of all costs associated with operations and maintenance for a project.
3. Carr Fire Recovery Project Update: There is no update at this time.
4. Shop Building Project Update: Mr. Muehlbacher stated that he met with PACE Engineering and the Resource and Planning Committee. The mezzanine structure has been removed and the privacy fencing has been installed around the trash can area. He mentioned that the operating staff will soon be removing the sheds, then the desire is to meet with the county to confirm any necessary steps to obtain a final. Director Woodstrom asked to be included in the meeting with the county. Director Whitehead suggested that Vice President Hopson also be included.

5. Summary of the Server Replacement Project: Mr. Muehlbacher stated that the server project is complete. He stated that they had to go with a tower server because there was no room for a rack mount. He mentioned that the CUSI expense to move the software to the new server was not included in the original quote. He stated that there were a few upgrades such as the new firewall that was added, as well as the wireless access point. The project closed out slightly above budget.

GENERAL BUSINESS

1. Correspondence: None.
2. Director's Report: None.
3. Manager's Report: Mr. Muehlbacher stated that he has not received the draft MD&A from the auditors. He is hoping to receive it soon.

He stated that he completed a preliminary review of the Clear Creek O&M Adjustment for FY 19-20. Once this is complete, he will move on to FY 20-21.

Field staff repaired a leak on Placer Road, and they have been flushing the dead ends throughout the District. With the mezzanine being removed, they have also been moving items into the new usable space.

He mentioned that Superior Tank Solutions is currently working on the C2 Tank. They will begin welding next week.

Both the vibration analysis and pumping efficiency testing were completed this month.

4. Committee Reports: Resource and Planning: Director Whitehead stated that they met twice. The first meeting was regarding Mr. Wilson's request, and the second was a presentation from Mueller regarding an AMI system. He stated that the technology is interesting, but expensive. Vice President Hopson stated that the nice part about the system is that once it is in, if it doesn't work, it is on them to get it to work at their cost. Mr. Muehlbacher stated that he verified that the Bureau of Reclamation has a grant that could be used for this project. It is a 50/50 grant.
5. Announcements: The next regular Board Meeting will be held February 21, 2024.
6. Adjournment: Meeting adjourned at 7:55 pm.