

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

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

PRELIMINARY BUSINESS:

- I Call to Order: President Oliver called the meeting to order at 7:13 pm.
- II Public Comment Period: President Oliver opened the public comment period. No comments were received. The public comment period was closed.
- III Authorize Payment of Bills for Current Expenses: Director Woodstrom moved to pay the bills. Vice President Whitehead seconded. Mr. Muehlbacher stated that the non-routine entries were the payment to Bat Electric for the flow meter installation. The payment to the City of Redding is for the supplemental water purchased last water year. The CUSI payment is for this year's support. The Superior Tank Solution payment is the final payment for the first year of the agreement. The vote was unanimous. Motion carried.
- IV Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$121,647 verses expenses of \$187,776. Mr. Muehlbacher stated that consumption is reflecting conservation and expenses are consistent with what was budgeted. He mentioned that July was a three-pay period month, which accounts for the increase in salaries. The Board questioned why overtime was so high. Mr. Muehlbacher stated that the field operators had repaired a leak after hours.

Mr. Muehlbacher stated that the Capital revenue was \$10,382 verses expenses of \$42,794. He mentioned that the Superior Tank Solution payment reflected was paid this evening.

Reserve Fund Status Sheet: The total reserve is \$1,132,910. Mr. Muehlbacher stated that O&M Reserves increased by \$27,484.43. He stated that there was a paper transfer from the Capital Improvement Reserve (CIR) to the O&M Reserve for the Superior Tank Solution payment which also reflects the taxes received into the CIR.

CONSENT AGENDA:

- I Approval of the minutes of: July 13th – Special Meeting, July 20th – Regular Meeting and July 27th – Special Meeting;
- II Continue local emergency pursuant to AB 361 due to COVID-19 directly impacting members to meet in person: Vice President Whitehead moved to approve the consent agenda items. Director Woodstrom seconded. President Oliver called for a roll call vote: Director Hopson – absent, Director Woodstrom – yes, Director Richison – absent, Vice President Whitehead – yes and President Oliver – yes. Motion carried.

NEW BUSINESS:

- I Review and Adopt of Resolution 2022-17 Adopting a Capital Budget: Mr. Muehlbacher stated that the Finance Committee met last Friday to finalize the budget. The budget includes the progress payments for the ongoing tank coating program, the Boardroom remodel and the Telemetry and SCADA Replacement Projects. It is the Finance Committee's recommendation that the Resource and Planning Committee review the new projects and then bring them to the Board for approval. Director Woodstrom moved to adopt Resolution 2022-17 adopting the FY 2022-23 Capital Budget as proposed. Vice President Whitehead seconded. President Oliver called for a roll call vote: Director Hopson – absent, Director Woodstrom – yes, Director Richison – absent, Vice President Whitehead – yes and President Oliver – yes. Motion carried.
- II Project Completion of Assessment District 95-1: Mr. Muehlbacher stated that a payment of approximately \$2,000 to NBS is needed to close the 1995-1 Reserve. Mr. Muehlbacher stated that Mr. Bogener mentioned that a public notice needs to be placed in the paper to notify the public that the assessment has been paid and that any liens will be released.
- Director Woodstrom moved to complete the process to close out the 1995-1 assessment from the tax rolls and move the remaining bank funds to the O&M reserve. Vice President Whitehead seconded. The vote was unanimous. Motion carried.
- III Project Completion Related to the Berkadia-FmHA Funding: Mr. Muehlbacher stated that it was the recommendation of the Finance Committee to close out the Berkadia Reserve of \$30,000 and move those funds to the O&M Reserve.
- Director Woodstrom moved to reallocate the Berkadia Reserve to the O&M Reserve subject to legal review. Vice President Whitehead seconded. The vote was unanimous. Motion carried.

OLD BUSINESS:

- I Review and Discuss Water Allocation and Water Supply: Mr. Muehlbacher stated that conservation was steady. He mentioned that customers are conserving between Stage II and Stage III. He is sending out a letter to all customers informing them that the District is in Stage I of the Drought Plan. Vice President Whitehead suggested that the Resource and Planning Committee review the Drought Plan.
- II Meeting Room Conversion Project Update: Mr. Muehlbacher stated that the contracts have been signed and the permit has been paid for. We are simply waiting for them to provide us a start date.
- III Muletown Pump Station Generator Project: Mr. Muehlbacher stated that he is working with CalOES. There is currently no other information to report.
- IV Diggins Repeater Emergency Generator Project: Mr. Muehlbacher stated that the permit has been obtained and they will be starting the project soon.

V Update on Carr Fire Recovery Project Status: Mr. Muehlbacher stated that all projects had been completed last year. He stated that CalOES continues to process the completion.

VI Review and Adoption of Resolution 2022-18 Adopting a Final O&M Budget: Mr. Muehlbacher stated that this item requires that a public hearing be opened. Once closed the Board can entertain adopting the final budget.

President Oliver opened the public comment period. Mr. Ankeny asked if this was the same as the preliminary budget. Mr. Muehlbacher stated yes, nothing had changed. No other comments were received.

Director Woodstrom moved to adopt Resolution 2022-18 adopting the Final O&M Budget for FY 2022-23. Vice President Whitehead seconded. President Oliver called for a roll call vote: Director Hopson – absent, Director Woodstrom – yes, Director Richison – absent, Vice President Whitehead – yes and President Oliver – yes. Motion carried.

GENERAL BUSINESS:

I Correspondence: None.

II President's Report: None

III Manager's Report: Mr. Muehlbacher stated that there is currently a service line leak in Nantucket that is in need of repair. Field operators replaced two service lines in Dartmouth.

Mr. Muehlbacher stated that the zoom meetings are part of the consent agenda, however, the Board can discontinue the zoom meetings if they choose. The Board agreed to discuss the topic in the future with the full Board.

Mr. Muehlbacher stated that he has hired James Leviness to fill the Water Service Worker I position.

IV Committee Reports: None.

V Announcements: Next Board Meeting is September 21.

GENERAL BUSINESS CONTINUED:

VI Adjournment: 8:30 pm.