

September 20, 2023

CENTERVILLE COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTORS MEETING

Directors Present: President Whitehead, Vice President Richison, Director Hopson, Director Woodstrom and Director Oliver
Absent: None
Others Present: Tina Teuscher and Chris Muehlbacher

PRELIMINARY BUSINESS:

1. Call to Order: President Whitehead called the meeting to order at 7:00 pm.
2. Public Comment Period: President Whitehead opened the public comment period. No comments were received. The public comment period was closed.
3. Approval of the August 16, 2023 minutes: Director Woodstrom moved to approve the minutes. Director Hopson seconded. Director Oliver stated that there was a sentence in New Business Item 3 at the end of the first paragraph that states that he suggested that each AC Pipe project be addressed by size. He asked that it be removed. The vote was unanimous. Motion carried as amended.
4. Authorize Payment of Bills for Current Expenses: Vice President Richison moved to pay the bills. Director Oliver seconded. Mr. Muehlbacher stated that the payment to Automotive Plus is for replacing the brakes and fuel pump on the 2012 F150. The payment to CUSI is for annual support. The payment to Superior Tank is this quarter's payment on the maintenance agreement. The USA Underground payment is the annual membership fee and the Total Compensation payment is for the GASB Report for the annual audit. All other payments were routine. The vote was unanimous. Motion carried.
5. Status of the Budget Report: Mr. Muehlbacher stated that the O&M revenues were \$287,625 versus expenses of \$246,926. He stated that consumption is trending a little higher than budgeted. Regarding expenses, Clear Creek O&M 51300 is trending over budget due to Clear Creek using less water than they budgeted. He explained that with them using less water, we pay a higher percentage of the Treatment Plant costs than budgeted. He also mentioned that line item 54200 - Telephone is over budget due to ATT overcharging for the new internet and phone system. He explained that this should be reversed once the billing is corrected.

Mr. Muehlbacher stated that the Capital revenue was \$14,036 verses expenses of \$43,987. He stated that the payment to Superior Tank Solutions was reflected on this profit and loss and that the capacity revenue reflects Mr. Skiles monthly payment.

Reserve Fund Status Sheet: The total reserve is \$1,081,745. He mentioned that the O&M Reserve increased due to the Rate Stabilization Fund. He also mentioned that the Redemption Fund account funds will be reflected in next month's update.

NEW BUSINESS

1. Authorization of a Professional Services Agreement with Mead & Hunt for Engineering Services Related to the Muletown Pump Station Generator Project: Mr. Muehlbacher stated that with FEMA's approval the District can now authorize the engineering agreement with Mead & Hunt in the amount not to exceed \$124,268. The District will need to make quarterly payments to coincide with the FEMA reimbursement guidelines. He stated that the District will be reimbursed by FEMA and REU.

Director Hopson moved to approve the engineering agreement with Mead and Hunt not to exceed \$124,268. Vice President Richison seconded. The vote was unanimous. Motion carried.

2. Authorization to Solicit Bids for the Telemetry Replacement Project: Mr. Muehlbacher stated that PACE Engineering completed the plans and specifications for the project. This system provides the communication network necessary to provide vital field information to the SCADA system so that the operators can monitor and remotely operate the distribution system. At present, a large portion of the Telemetry System is over 20 years old. Mr. Muehlbacher stated that the bid opening will be scheduled for October 27th.

Director Woodstrom moved to solicit bids for the Telemetry Replacement Project. Director Hopson seconded. The vote was unanimous. Motion carried.

3. Award the Server Replacement Project: Mr. Muehlbacher stated that the District's server is eleven years old and will no longer be supported as of October 10th. With a recent power outage, the server failed and had to be taken offsite to be repaired. Thankfully we now have a backup storage system in the cloud which was used to quickly restore the server within a couple days.

Mr. Muehlbacher stated that he looked at a cloud based server; however, it was very expensive, and if we were to lose the internet, we would not have access to the server.

Two bids were received. Computer Logistics was the lowest responsive, responsible bidder. It is recommended that the Board award the project to Computer Logistics.

Vice President Richison moved to award the server project to Computer Logistics. Director Hopson seconded. The vote was unanimous. Motion carried.

OLD BUSINESS

1. Tank Coating Program Update: Mr. Muehlbacher stated that as a result of the conditions observed during the Tank C2 washout, it was recommended that this tank be completed in the current agreement year 3 in lieu of the planned Tank A1.

Mr. Muehlbacher met with Matt Tausch from Superior Tank Solutions to also talk about advancing the rehab included in year 6 to year 4. Doing this will require additional washouts in order to maintain a three-year interval. He stated that there is an inherent benefit for completing the work earlier as well as an additional cost. He will present the information from Superior Tank regarding the extra costs to the Resource and Planning Committee for consideration of the Board.

2. Carr Fire Recovery Project Update: Mr. Muehlbacher stated that he is waiting to hear back from FEMA regarding the funds. Everything has been turned in and now we await final close-out.

GENERAL BUSINESS

1. Correspondence: None.
2. Director's Report: None.
3. Manager's Report: Director Hopson asked how the workshop was coming along. Mr. Muehlbacher stated that he is currently working on the materials and anticipated scheduling the workshop sometime mid to late October. The Board asked that the workshop be held off until the end of October. Director Oliver asked that Mr. Muehlbacher show his draft presentation to the Resource and Planning Committee first before bringing it to the workshop.

Mr. Muehlbacher stated that he is currently reviewing options for another JPIA Risk Transfer grant. And he just received the information for the ARPA grant from the county.

Mr. Muehlbacher stated that there were many recent anniversaries. As of September 1st, Mrs. Teuscher has been with the District for 19 years, Mr. Peters has been with the District for five years and Mrs. Gravel has been with the District for eight years. Mr. Leviness has now been with the District for a total of three years, and Mr. Demsher has been with the District for two years. This year they were both promoted to Operator II positions. He stated that he himself has now been with the District for 12 years.

He stated that the field operators replaced a service line on Secluded Valley this past month and that Mr. Peters replaced a new service line today on Trail Drive with the assistance of Sunrise Excavating.

4. Committee Reports: None.
5. Announcements: The next Board meeting is October 18, 2023.
6. Adjournment: Meeting adjourned at 8:00 pm.