

BOARD OF DIRECTOR'S MEETING  
ESPARTO COMMUNITY SERVICES DISTRICT  
ESPARTO, CA

REGULAR MEETING  
APRIL 13, 2005

MINUTES

1. CALL TO ORDER: The meeting was called to order at 7:01 P.M. by Chairman Laurel Kieny.

2. ROLL CALL

MEMBERS PRESENT Laurel Kieny, Joseph Moreland and Barry Burns

ABSENT Jack Huie and Mike Goodin

OTHERS PRESENT Dave Herbst, Anna McNamara, Tom Michelson, Linda Herbst and Dwayne Evans

**Note: Mike Goodin arrived at 7:02 p.m.**

3. APPROVAL OF AGENDA

The General Manager recommended amending the agenda so that item #10 comes before item #7.

Chairman Laurel Kieny made a motion to approve the agenda to include moving item #10 before item #7 and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

4. PUBLIC COMMENT

Director Mike Goodin apologized for being late and asked for the consideration to wait a few extra minutes in the future before starting the meeting, as he has done in the past for other Board members.

Chairman Laurel Kieny agreed to have more consideration in the future.

No other comment.

5. APPROVAL OF MINUTES

Director Mike Goodin made a motion to approve the minutes of March 9, 2005 and was seconded by Director Barry Burns.

No discussion.

Ayes: 4    Noes: 0    Absent: 1

6. APPROVAL OF CLAIMS

Chairman Laurel Kieny questioned the A.T.E.E.M. Engineering claim on fund 469-0 claim sheet.

The General Manager gave an explanation of the work A.T.E.E.M. Engineering is performing.

Chairman Laurel Kieny made a motion to approve claims sheet for fund 469-0 in the amount of \$13,740.00 and was seconded by Director Mike Goodin.

No discussion.

Ayes: 4    Noes: 0    Absent: 1

Chairman Laurel Kieny made a motion to approve the claims sheet for fund 466-0 in the amount of \$14,880.85 and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4    Noes: 0    Absent: 1

**Note: Item #10 was moved before item #7 on the agenda.**

10. THE BOARD DISCUSSED ISSUES RELATED TO POSSIBLE WATER AND SEWER SERVICES AT THE PROPOSED NEW SCHOOL SITE.

The General Manager, the Board and Representatives from the Esparto Unified School District discussed issues surrounding a possible new school site and the need for services from the District.

Discussion only however, all parties felt that working together would be in everyone's best interest.

**Note: A member of the Public joined the meeting and requested to have the Public Comment period re-opened.**

Chairman Laurel Kieny stated with the unanimous consent of the Board the meeting would re-open item #4 for public comment.

Mr. Garcia questioned the General Manager and the Board on what is the status of the sewer and water system repairs and upgrades.

The General Manager stated that the District is working through the USDA loan process in order to secure the funds needed to perform the work.

The General Manager stated that the tank is now operating with the temporary booster pump system, and the electrical is expected to be finished in June of 2005.

The General Manager stated he is in the process of writing a letter to the California Regional Water Quality Control Board to allow the District to drain ponds 1, 3, and 4 so the District can continue the sludge removal process.

The General Manager stated that the engineering has been done in regard to the hydrants in the District and the District now has an idea of the number of fire hydrants and valves which have to be replaced, along with identifying just where they are as the maps are not complete.

Mr. Garcia questioned the General Manager if the District has an accounting of how much the District owes the developers for money they have spent to allow the various projects to progress.

The General Manager stated yes, that every bill is reviewed by the General Manager, and he gives his approval of the work performed and the amount of the charges before it is sent to the Developer for payment. Thus we have a copy of all of the invoices that have been paid.

Mr. Garcia questioned who owes who at this point.

The General Manager stated the District owes the Developers at this time.

7. APPROVAL OF RESOLUTION NUMBER 05-01 (CALLING FOR UPCOMING ELECTION ALONG WITH CONSOLIDATING THE ELECTION WITH COUNTY-WIDE ELECTION) TO FILL THREE BOARD MEMBERS POSITIONS

The General Manager reviewed the resolution and costs associated with the election.

Mike Goodin made a motion to approve Resolution 05-01 and was seconded by Director Barry Burns.

No discussion.

Ayes: 4      Noes: 0      Absent: 1

Director Mike Goodin questioned if the District would advertise for the election of the three positions becoming available.

The General Manager stated that he had already planned for advertisement of the open positions.

8. RESOLUTION TO DECLARE WELL #5 AND THE RELATED TANK AND BOOSTER PUMP STATION AN EMERGENCY SITUATION.

The General Manager stated this item is on the agenda, and the resolution will stay in effect because the project is still under Department of Health Services oversight.

Discussion only.

9. BOARD APPROVED THE SIGNING OF THE AUTHORIZATION FORM FOR THE FISCAL YEAR 2005/2006 REQUIRED BY THE YOLO COUNTY AUDITOR'S OFFICE

Chairman Laurel Kienny made a motion to approve the signing of the authorization form for fiscal year 2005/2006 and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

11. TITLE 22 TESTING FOR THE DISTRICT'S CCR (CONSUMER CONFIDENCE REPORT), WHICH WILL BE SENT TO THE CUSTOMERS OF THE DISTRICT

The General Manager reviewed the results of the testing performed for the District's Title 22 report, and confirmed that our water is of good quality other than being very "hard."

Review only.

12. RENEWAL OF THE DISTRICT'S BRIDGE LOAN WITH RCAC

The General Manager reviewed the need and gave his recommendation for District to renew the bridge loan with RCAC, which is reimbursable from the USDA loan. This was required monies because the District has not completed of the USDA process to secure USDA funds.

Chairman Laurel Kienny made a motion to authorize the General Manager / Superintendent to seek an extension of the RCAC bridge loan # 0430-ECSD-02 (Esparto Sewer Improvement) and to issue the correspondence needed for that and was seconded by Director Mike Goodin.

No discussion.

Ayes: 4 Noes: 0 Absent: 1

Chairman Laurel Kienny made a motion to authorize the General Manager / Superintendent to seek an extension of the RCAC bridge loan # 0429-ECSD-01 (Esparto Water Improvement) and to issue the correspondence needed for that and was seconded by Director Mike Goodin.

No discussion.

Ayes: 4    Noes: 0    Absent: 1

13.    MANAGER'S REPORT:

- 1)    The new Employee, Mike Hayes started on April 11, 2005 and he seems to be doing fine. It appears that he will be an asset to the District.
  
- 2)    The General Manager reviewed the bacteriological sampling currently being done by the County. The General Manager was concerned that because they have had some turn over in personnel that they have had some testing errors and as a result the District has had two routine coliform samples come back positive (one at one site and one on a retest at another site, which is very uncommon, and usually means a false positive). These tests were followed by a number samples taken by an outside company all of which came back negative.

Unfortunately because the District had two coliform tests come back positive within a month the District will receive a citation from the Department of Health Services. This citation will not include any fines.

Chairman Laurel Kieny questioned if an upstream/downstream test was completed as required by the Department of Health Services. The General Manager stated that all tests were completed as required and that he believed the problems lie in the County's sampling procedures.

The General Manager stated that he has requested to be present during the sampling process in hopes that this will relieve some of the issues with the past testing.

- 3)    The concrete slab on which the pump station controls will be located, the foundation for the District's business office, will have to be approved by the County.
  
- 4)    The ponds are drying nicely to allow for their sludge removal.
  
- 5)    Emerald Homes has agreed to help with funding for the lift station at the WWTF in a manner similar to the current arrangement with Castle Homes at Well #5.
  
- 6)    The annual report to DOHS has been completed. The General Manager is working on a report to the CRWQCB on how the District will drain the ponds and a program to allow the ground application of the sludge on District land.

**Note: Open session adjourned for closed session at 8:15 p.m.**

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14. PERSONNEL REVIEW

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Open session reconvened at 9:00 p.m. REPORT: No action was taken.

15. DISTRICT INFORMATION AND CORRESPONDENCES:

Chairman Laurel Kieny reviewed a document given him for the 2005 Election Notification of Nominations for the Special District Risk Management Authority Board of Directors.

The General Manager announced he will be attending a three day California Rural Water Associations Operator Expo in Lake Tahoe, along with backflow testing course.

District Ledgers.

16. ADJOURNMENT:

Director Barry Burns made a motion to adjourn the meeting at 9:05 p.m. and was seconded by Director Mike Goodin.

No discussion.

Ayes: 4    Noes: 0    Absent: 1

Laurel Kieny-Chairman of the Board

Anna McNamara-Clerk to the Board

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