

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

REGULAR MEETING  
SEPTEMBER 13, 2006

MINUTES

1. CALL TO ORDER: The meeting was called to order at 7:09 P.M. by Chairman Laurel Kieny.
2. ROLL CALL

MEMBERS PRESENT Mike Goodin, Laurel Kieny, Joseph Moreland and Bill Setnik

OTHERS PRESENT Ron Loudon, Anna McNamara and Representatives of Castle Company

The Administrative Assistant/Fiscal Services Associate noted; Mr. Albano has given the district office his letter of resignation and the Administrative Assistant has posted, today, a flyer to fill the empty seat, at the window box in front of the Fire House, at the Library, and at the Capay Valley Vision office in Esparto. The posting will be posted for 15 days and then the district can appoint a Board member.

3. APPROVAL OF AGENDA  
Director Mike Goodin made a motion to approve the agenda as written and was seconded by Director Joseph Moreland.

**Noted: The agenda has a number typo, page two should be 11-18, not 10-17.**

No further discussion.

Ayes: 4 Noes: 0 Absent: 0

4. PUBLIC COMMENT  
No public comment.

5. APPROVAL OF MINUTES  
Director Joseph Moreland made a motion to approve the minutes as written of August 9, 2006, noted (January, 2006, should have been August 9, 2006) and was seconded by Director Joseph Moreland.

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Director Mike Goodin noted on page 3 of the August 9, 2006, requested to change the second to the last paragraph to read, instead of ‘officially stamped’, to be stamped ‘draft copy or final copy’.

Director Joseph Moreland agreed to amend the motion, and was seconded by Director Bill Setnik

No further discussion.

Ayes: 4    Noes: 0    Absent: 0

6. APPROVAL OF CLAIMS

The General Manager and the Administrative Assistant discussed the claims.

Director Mike Goodin made a motion to approve the claims, fund 466-0 in the amount of \$47,820.15, with the inclusion, per Chairman Laurel Kienys’ request, to \$2,376.00, to bring the total to \$50,196.15, for the finance seminar, amendment was accepted and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4    Noes: 0    Absent: 0

7. REVIEW OF LETTER TO SUPPORT THE ORCHIOLI PROJECT

The Board and the General Manager reviewed the letter of support for the Orchioli subdivision.

Mr. Boatwright gave the advantages of the development fees and having more customers to support the downtown.

Director Mike Goodin made a motion to approve the letter to also give the General Manager the authority to revise the letter after consultation with Mr. Boatwright, to include upon completion of the letter to be brought back to the board for signature, to send a copy of the letter to all the Supervisors, seconded by Director Bill Setnik.

No discussion.

Ayes: 3    Noes: 0    Absent: 0    Abstain: 1 – Joseph Moreland

8. GENERAL MANAGERS RECOMMENDATION (WELL #7) TO PURSUE PROPOSED WELL AT COUNTY ROAD 86A, RATED @ 750-1000 GPM AND A 500,000 GALLON TANK AND BOOSTER PUMP- APPROXIMATELY \$12,000 FOR TITLE 22 TESTING TO DETERMINE IF WATER MEETS STATE REQUIREMENTS FOR MUNICIPAL WATER

The General Manager gave an overview of proposed Well #7 and the testing required for the district to be able to utilize this well. Expressing it would be ideal to set up the same situation the district already has at Well #5.

The Board is in agreement that it is beneficial to the district to spend the money on the testing of the proposed Well #7, for the district to utilize.

Chairman Laurel Kieny made a motion to approve the expenditure of up to \$12,000 for the purpose of determining if the Well at 86A, as recommended by the District Manager, meets State requirements for Municipal water and was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4      Noes: 0      Absent: 0

The General Manager requested the funds be used out of restricted funds. The Chairman of the Board stated the Board will have to have four votes to approve if they want restricted funds to be used.

Chairman Laurel Kieny made a motion to recommend the \$12,000, for the testing of the proposed Well #7, be taken from the districts' restricted development funds, and was seconded by Director Bill Setnik.

No discussion.

Ayes: 4      Noes: 0      Absent: 0

9. ACCEPTANCE OF EASEMENT FOR STORY SUBDIVISION ON WOODLAND AVENUE

The General Manager explained the easement to the Board.

Director Mike Goodin made a motion to accept the utilities easement by Esparto Corners, LLC, a California Limited Liability Company was seconded by Director Joseph Moreland.

No discussion.

Ayes: 4      Noes: 0      Absent: 0

10. APPROVAL OF PURCHASE OF A 2001 INTERNATIONAL DUMP TRUCK (WITH A 5-6 YARD DUMP) AT THE COST OF \$36,000

The General Manager gave an overview of the proposed truck.

Chairman Laurel Kieny made a motion the Board approve the amount of \$6,000 from the equipment reserve funds to be transferred to the operating funds at the mid-year budget and was seconded by Mike Goodin.

No discussion.

Ayes: 4      Noes: 0      Absent: 0

Director Joseph Moreland made a motion to approve the purchase of a 2001 International dump truck with the 5-6 yard dump and was seconded by Director Bill Setnik.

No discussion.

Ayes: 4    Noes: 0    Absent: 0

11.    Second #10, should have been #11  
ADOPTION OF NEW POLICY  
Consensus of the Board the allow the General Manager to proceed, and to come back to the Board with a Policy.

12.    #11, should have been #12  
CHANGE OF HOURS WORKED PER WEEK FOR ADMINISTRATIVE ASSISTANT/FISCAL SERVICES ASSOCIATE  
Chairman Laurel Kieny directed the General Manager the authorization to open the Administrative Assistant to a full time (40 hours a week) position and was seconded by Director Mike Goodin.

No discussion.

Ayes: 4    Noes: 0    Absent: 0

13.    #12, should have been #13  
DISCUSSION OF STATUS AND POSSIBLE APPROVAL OF APPOINTMENT OF NEW BOARD MEMBER  
Discussion Only.

14.    #13, should have been #14  
RESOLUTION TO DECLARE WELL #5 AND THE RELATED TANK AND BOOSTER PUMP STATION AN EMERGENCY SITUATION  
Consensus of the Board of the ongoing situation is still in existence.

15.    #14, should have been #15  
MANAGERS REPORT  
The General Manager reported on:
- a)    Manager went to Oroville for a meeting with Paulette and Ron from USDA on our loan applications. Both loans are complete and the Manager was told the district will more than likely be funded before the end of our fiscal year, with items required before the district can receive funds.
  - b)    Attendance of two meetings with John Deterding; one covering the Well and some other projects he has in the planning stages, the other was with Mr. Deterding and the Planning staff of Yolo County on Johns' proposed gas station/mini-mart.

- c) Dave Herbst progress on the pond transfer structures on the new ponds.
- d) Acquired approval to discharge to our land application for the purpose of installing the transfer structure from pond #8 to pond #9. The district is discharging now and will continue as long as Jeager allows the district to use their Generator and pump.
- e) Working on Well #5, after meeting with Dave Dauwalder and Valley Pump to spot and mark the building so Valley Pump could run the conduits to the slab.
- f) Well #5 after spotting the building we discovered it was over one of the water lines, so the building will be moved 10ft. to the North to center it between two waterlines. This will require a new site plan to be produced for the County Building Department, which the district will need their approval before the building construction can start.
- g) Started enforcing the district shut off policy. The district had 11 accounts pay in full and presently have 16 accounts set up on payment plans to allow t he district to recover some really old overdue accounts. This accounts for approximately 40% of delinquent accounts and this has all been done without being nasty to anyone. The Anna is responsible for most of this and is diligently working on the working on the rest as the come in. Most of the really large accounts, \$1,000 to \$3,000, are taken care of except a couple.
- h) The Manager apologized for not having had the time to pursue buying through the government surplus (Dept. of General Services).

Staff Report, (Mike and Jason):

- a) Performing daily monitoring of the discharge to land application.
- b) Working with Valley Pump to complete necessary items before the building at Well #5 is constructed.
- c) The ordering and planning to complete the waterline loop and installation of a fire hydrant around Well #5.
- d) The ordering of the fire hydrant replacements for the four bad fire hydrants in the system.

Staff Report, (Anna):

- a) Taken on the task of the delinquent accounts and is doing great, along with keeping up with everything else at work.

16. #15, should have been #16

**DISTRICT INFORMATION AND CORRESPONDENCE**

No district information and correspondence.

17. #16, should have been #17

FUTURE AGENDA ITEMS

- a) Action; Policy change.
- b) Information; Progress – Proposed Well #7.

18. #17, should have been #18

ADJOURNMENT

Director Mike Goodin made a motion to adjourn the meeting at 9:30 p.m. and was seconded by Chairman Laurel Kieny.

No discussion.

Ayes: 4    Noes: 0    Absent: 0

Laurel Kieny-Chairman of the Board

Anna McNamara-Clerk to the Board

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