

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

**REGULAR MEETING
FEBRUARY 11, 2009
MINUTES**

1. CALL TO ORDER

2. ROLL CALL

MEMBERS PRESENT Laurel Kieny, Joseph Moreland, Terrie Bueno, and Mike Goodin

MEMBERS ABSENT Barry Pomeroy

STAFF PRESENT Ron Loudon (General Manager), Anna McNamara (Administrative Assistant), and Dave Dauwalder (USDA Project Engineer)

OTHERS PRESENT Matt Dixon and Anthony Bertoldi of Valley Tractor, Melissa Jordan, and Colleen Fescenmeyer

3. APPROVAL OF AGENDA

Director Mike Goodin made a motion to approve the agenda as written, and was seconded by director Joseph Moreland.

No discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

4. PUBLIC COMMENT

No Public comment.

CONSENT CALENDAR

- 5. a) APPROVAL OF MINUTES
January 14, 2009 – Regular Meeting
January 22, 2009 – Special Meeting
- b) APPROVAL OF CLAIMS
Fund 466-0 – Regular Monthly
Fund 471-0 – USDA Water

Director Joseph Moreland made a motion to approve the Consent Calendar, and was seconded by Director Terrie Bueno.

Discussion ensued.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

- 6. REQUEST BY VALLEY TRACTOR TO INTRODUCE A PROPOSAL TO UTILIZE THE WATER TOWER FOR A SATELLITE RADIO NETWORK
Discussion ensued.

Director Mike Goodin made a motion to authorize the General Manager to proceed with the idea and secure the insurance and allow testing by Valley Tractor, and to come back next month, and was seconded by Director Joseph Moreland.

No further discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

- 7. REVIEW OF WATER AND WASTEWATER PROJECTS

District Engineer gave an overview of:

- a) Time-Line for the Wastewater project
- b) Time-Line for the Water project

Dave Dauwalder, Engineer for the Water and Wastewater Projects, gave an overview of the projects.

- 8. REVIEW AND POSSIBLE APPROVAL OF:

- a) PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 6 ARGANAUT CONSTRUCTORS – USDA WASTEWATER Project - to then sign – CLAIMS SHEET – Fund 472

Discussion ensued.

Director Joseph Moreland made a motion to approve the Partial Payment Estimate (PPE) USDA No. 6, Argonaut Constructors, Wastewater Project, in the amount of \$232,830.90, and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

- b) PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 9A - USDA WASTEWATER SOFT COSTS – NOLTE ENGINEERING - to then sign - CLAIMS SHEET – Fund 472

Discussion ensued.

Director Joseph Moreland made a motion to approve Partial Payment Estimate (PPE) USDA No. 9A, Nolte Engineering, Soft Costs, Wastewater Project, in the amount of \$10,012.41, and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

- c) PARTIAL PAYMENT ESTIMATE (PPE) USDA NO. 11A - USDA WATERSOFT COSTS – NOLTE ENGINEERING - to then sign - CLAIMS SHEET – Fund 471

Director Mike Goodin made a motion to approve Partial Payment Estimate (PPE) USDA No. 11A, Nolte Engineering, Soft Costs, Water Project, in the amount of \$19,203.00, and was seconded by Director Terrie Bueno.

No discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

- 9. DISCUSSION OF PERSONNEL RULES AND REGULATIONS – THE 2000 SERIES – OF THE ESPARTO COMMUNITY SERVICES DISTRICT POLICY MANUAL

Information only.

- 10. REVIEW OF DOCUMENTS PERTAINING TO THE BOARD APPROVING THE DISTRICT PAYING THE EMPLOYEES PROTION OF THE PERS CONTRIBUTIONS – REQUESTED BY DIRECTOR MIKE GOODIN

Information only.

11. **APPROVAL OF RESOLUTION: RESOLUTION TO TAX DEFER MEMBER PAID CONTRIBUTIONS RESOLUTION FOR EMPLOYER PICK-UP**
Discussion ensued.

Director Mike Goodin made a motion to adopt the Resolution 2009-1 required by PERS to address the Tax Deferment of those Pick-Up payments (Resolution to Tax Defer Member Paid Contributions Resolution for Employer Pick-Up), to include the authorization of the Chairman of the Board to lay signature, along with the changing of the dates from January 14, 2009 to February 11, 2009, and was seconded by Director Terrie Bueno.

No further discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

12. **BOARD TO DETERMINE IF THE ESPARTO CSD INCLUDES A LIGHTING DISTRICT AND IF THAT DISTRICT INCLUDES THE MAINTENANCE OF THOSE POLES**

It was determined the Esparto Community Services District does not own the street lights, nor, do they maintain them.

Information only.

13. **NOTIFICATION PROCESS BY WHICH THE STAFF NOTIFIES THE BOARD OF DIRECTORS IN AN EMERGENCY SITUATION**
Discussion ensued.

Director Mike Goodin made a motion to submit all documentation to the attorney's office for review and was seconded by Director Joseph Moreland.

Discussion ensued.

Motion was withdrawn by Director Mike Goodin.

Information only.

14. **PARAMETERS BY WHICH THE DISTRICT EMPLOYEES CAN ENTER PRIVATE PROPERTY**

Chairman Laurel Kiemy directed the General Manager to follow the proper procedures on entry to check connections (24 hour notice).

Information only.

15. STATUS OF THE CROSS CONNECTION PROGRAM

Information only.

16. APPROVAL OF LETTER TO FIRE CHIEF BARRY BURNS, DRAFTED BY GENERAL MANAGER, REGARDING 1 INCH METER INSTALATIONS

Discussion ensued.

Chairman Laurel Kieny made a motion to approve the letter to Fire Chief Barry Burns and the General Manager and the Board President lay signature to the letter, and was seconded by Director Terrie Bueno.

Discussion ensued.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

17. STATUS OF CREDIT CARD MACHINE

Information only.

18. STATUS OF STRATEGIC PLAN

Discussion ensued.

Director Joseph Moreland made a motion to form an Ad Hoc Committee consisting of Director Terrie Bueno and Director Mike Goodin, and was seconded by Director Mike Goodin.

Discussion ensued.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

19. STATUS OF NEW LETTER

Information only.

20. MANAGER'S REPORT

General Manager gave a report:

- a) Gas used by General Manager.
- b) Waiting on generator at the WWTF.
- c) Title searches are complete for the encroachment of district office.
- d) Receipt of some Request for Proposals (RFP's) for the

Engineer's and Attorney's.

- e) Meeting on the 17th for training on the SCADA System.
- f) Equipment received for the Storage Shed needed for records retention.
- g) Water Storage Tank cleaning, and report of the Tank looking good.
- h) Well #5.

11. FUTURE AGENDA ITEMS

- a) Attorney RFP's.
- b) Engineers RFP's.
- c) Street Lights.
- d) 1" meters.
- e) Strategic Plan.
- f) Rules and Regulations.
- g) News-Letter.
- h) Web-site.
- i) Ribbon cutting for the ending of the USDA Project.

12. DISTRICT INFORMATION AND CORRESPONDENCE

- a) Results of Claim with SDRMA.
- b) Ledger for month ending January 31, 2009.
- c) Simplified Budget sheets.
- d) Access Easement with Country Villa Mobile Estates.
- e) Project status with Kronick Moskowitz Teidemann & Gerard.


13. ADJOURNMENT

Director Mike Goodin made a motion to adjourn the meeting at 10:10 p.m. and was seconded by Director Terrie Bueno.

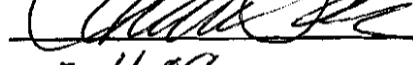
No discussion.

Ayes: 4 Noes: 0 Abstain: 0 Absent: 1

Laurel Kieny-Chairman of the Board


3-11-09

Anna McNamara-Clerk to the Board


3-11-09