



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

REGULAR MEETING
October 12, 2016
MINUTES

(1) CALL TO ORDER

Vice Chair Colleen Fescenmeyer called the meeting to order at 7:04 pm.

(2) PLEDGE OF ALLEGIANCE

All residents and members in attendance recited the pledge

(3) ROLL CALL

Present:

- Directors: Anna Girk, Colleen Fescenmeyer, Don England, Colin Crerar
- District Counsel: Not Present
- General Manager: Steve Knightley
- Board Clerk: Steve Knightley

Absent:

- Director Charles Schaupp

Public: Present

(4) APPROVAL OF AGENDA

Vice Chair Colleen Fescenmeyer called for a motion to approve the agenda.

Motion by: Director Colin Crerar to approve the agenda as presented

Second by: Director Anna Girk

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

(5) PUBLIC COMMENTS

Vice Chair Colleen Fescenmeyer opened public comment –
Antonia Hirson, Deputy to Supervisor Duane Chamberlain indicated the Supervisor would be attending the pool meeting on Oct.27, 2016. Meeting is scheduled for 6 pm.

(6) CORRESPONDENCE

Vice Chair Colleen Fescenmeyer called for correspondence

- a) Draft Resolution 2016-08 LAVCO 11-10-16 –
General Manager indicated a copy of the draft was placed in the director packets this evening for review and comments. He explained some of the complexities of the document and indicated Christine Crawford, LAFCO would like our input back quickly as this is scheduled to go before the Board of Supervisors in November.

Questions: regarding parks and the need to update the ECSD charter.

- b) Capay Action Committee – Vice Chair Colleen Fescenmeyer indicated she attended the current meeting. She indicated the committee was in the process of revamping their mission statement. The need to prioritize and discuss available grant funding was noted. Another meeting is scheduled.

(7) APPROVAL OF MINUTES

Vice Chair Colleen Fescenmeyer called for a motion to approve the minutes of 8-10-16 and 9-14-16.

After discussion it was determined no quorum was present at this meeting to approve either set of minutes. Approval of minutes tabled until next meeting.

(8) CLAIMS: FUND 466

Vice Chair Colleen Fescenmeyer called for a motion to approve the claims of 9-16, 9-26 and 10-7 of 2016

Motion by: Director Colin Crerar to approve the claims of 9-16, 9-26 and 10-7 of 2016

Second by: Director Don England

Discussion: Claims of 9-16, question on the description and vender having the same notation description of ID. General Manager explained.

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

(9) CALTRANS RIGHT OF WAY APPROVAL

General Manager referenced the approved document, he indicated all aspects of the document were reviewed. Document has already been submitted to Cal Trans. Should there be any additional permit fees regarding the land discharge, Cal Trans will assume the cost.

General Manager referenced the Right of Way agreement previously presented. He indicated there were three changes, water balance, land discharge survey/engineering report and one additional survey required by the state, all this adds to a cost of about \$30,000, and have quotes from three different engineers to cover these additional requirements. General Manager is requesting permission to execute the Cal Trans Right of Way Agreement.

Motion by: Director Anna Girk to approve the fees to execute the Cal Trans Agreement.

Second by: Director Don England

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

(10) APPROVE TO SOLICIT BIDS TO INSTALL TEST WELL AT 26964 WOODLAND AVENUE

General Manager indicated that all projects are moving along well this year. He would like to get the test well done before it gets wet & cold. Jason and Mike have resurveyed the shop area to get the test well done. General Manager stated he is requesting board approval to solicit bids to get this project under way. We will use the Well 5b specs for this test well.

Motion by: Director Anna Girk to approve moving forward with the bids for Well 3 facilitation.

Second by: Director Don England

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

(11) DRAFT RESOLUTION TO DISSOLVE MERCESA

General Manager was hoping to have the document for this meeting, LAFCO is close to having it completed, they indicate by November 1. He referenced the resolution in the director packets this evening. The MOU gives us permission to take care of the water and mowing the edge as well as determine our responsibilities.

Vice Chair Colleen Fescenmeyer: questioned if there is an MOU in place from now until 6/30/17 and we take over 7/1/17.

Discussion followed on the need for a budget amendment. It is believed the equipment was already in the budget, but not the cost of an additional employee.

General Manager indicated the funds would be placed in the general account.

He indicated a complete assessment needs to be done in order to budget properly.

Discussion followed of budget.

General Manager: there are additional items we will be responsible to maintain, we will received \$45,000 toward the expense of assuming this responsibility as soon as the MOU is signed.

General Manager stated he hopes to have more information by the next meeting.

(12) USDA LOAN REFINANCE

General Manager referenced the letter received from Bank of the West which outlined their intent to refinance our existing USDA loan at a rate of 3.96% for 20 years. They would like our response by the 16th. After discussions with Chair Charles Schaupp I was asked to make some comparisons with other banks.

General Manager presented a financial sheet to indicate some options.

Option 1: if we pay an additional \$5,000 per month on the existing USDA loan it gets paid off 7 years earlier and saves us \$212,000 in interest. We would stay on course this year but budget for the additional payment next year.

Option 2: if we pay an additional \$7,000 per month it would get paid off 9 years earlier and save us \$380,000 in interest.

Questions regarding refi versus increase payment option.

General Manager confirmed only one payment per year goes towards principle on the current USDA loan all other payments are applied to interest.

Question: have we approached other banks to refinance the loan? If not perhaps we should before making a final decision.

Additional discussion followed.

(13) MANAGERS REPORT

- a) Solar Update – Solar panels are all in place. We installed 39 panels and one inverter. Wiring should be completed before the rainy season hits. All PG&E accounts are now on one master on-line so we can track the power generated to assure we get our credits.
- b) Parking Lot – After special meeting the crew finished the parking lot. Test will be next Friday and Saturday with the rain to see how the drainage works. An additional pad was poured adjacent to the handicap parking spot to allow for residents to step from their vehicles safely.
- c) Pump Failure at WWTP - Two pumps are installed at the WWTP to pump water from the inlet to the ponds. One pump failed, broken seal, cost of new pump about \$8,600. Both pumps were installed at the same time, we did open up the old well to be sure it still functions. Test was conducted on second pump, have two good working pumps at present. Would like to propose on next agenda that we purchase a backup pump for \$6,728 with a 5 year warranty. Discussion followed. Board would like General Manager to provide the cost of two pumps.
- d) Follow-up on lead MCL at High School – Drinking water fountain is fine. Test did not show high MCL level.

(15) FUTURE AGENDA ITEMS

- a) Budget Update
- b) Almond Festival 2-26-17
- c) Chrome 6 MCL Update
- d) Pool Update
- e) GSA
- f) Christmas Party
- g) Refinance USDA
- h) LAFCO Resolution to dissolve MERSCA Update

(16) ADJOURNMENT

Vice Chair Colleen Fescenmeyer called for a motion to adjourn the meeting

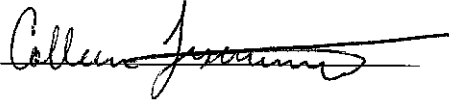
Motion by: Director Don England to adjourn the meeting

Second by: Director Anna Girk

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

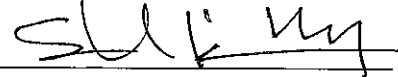
Meeting adjourned at 8:03 pm

Colleen Fescenmeyer – Vice Chair of the Board



Date: 11/9/16

Steve Knightley - Board Clerk



Date: 11/9/16