

WALLACE COMMUNITY SERVICES DISTRICT

P.O. Box 398, Wallace, CA 95254 209 763-2699

REGULAR MEETING, Board of Directors

Minutes

Thursday, October 9, 2008

Mark Fusselman's Barn, 9500 Wallace Lake Drive, Wallace Ca 95254

Last minute documents were available at the meeting room entrance at 6:30 PM to allow members of the public to review.

CALL TO ORDER AND ROLL CALL

The meeting was called to order at 7:04 by Board President Mark Fusselman. Present were Directors Bill Pugh, Floran Schneider, and GM David Edwards. Directors Cantoni and Guantone were absent.

CONSENT AGENDA

1. APPROVAL OF MINUTES

Minutes for the Regular Meeting of September 11, 2008 were approved with minor changes..

Motion: Schneider

Second: Pugh

Passed: 3-0-0-2

2. APPROVAL OF BILLS FOR PAYMENT

After discussion, check numbers 4049 through 4079, for a total amount of \$ 15,859.44, were approved for payment as recommended by the General Manager.

Motion: Pugh

Second: Schneider

Passed: 3-0-0-2

REGULAR AGENDA

3. PUBLIC COMMENTS

Mrs. Pat Bailey expressed her concern about being the only person required to pay for a copy of the meeting board packages. This prompted a discussion about providing agendas and minutes on line for anyone to download what they want. It was the consensus of the Board that it should move in that direction.

Larry Howen congratulated our new President and stated that after looking at 6 years of balance sheets the District isn't gaining any money.

Cathryn Jackson requested we agendize a meeting to formulate an area survey for Wallace people to give input for the county general plan.

4. GENERAL MANAGER'S REPORT

GM Edwards gave his report for September. With regards to the Equalization Tank under construction, the concrete has been poured. Once allowed to cure, it will be tested for leaks.

Mr. Edwards commented that water usage has slowed from the summer, now down to about 80,000 GPD. He reported that the Wastewater Treatment plant (WWTP) is operating properly, although in September there were several days of treating over 30,000 gallons.

The wharf hydrant outside the WWTP has been installed by Mr. Edwards and is functioning in time to provide water for testing the Equalization Tank.

The GM discussed the need to cleanout several culverts before next winter. The cost was estimated not to exceed \$2000. A motion was made, seconded and approved to conduct this work.

Motion: Schneider

Second: Pugh

Passed: 3-0-0-2

5. PRESIDENT'S REPORT

President Fusselman talked about the process of well #3 testing. It was the consensus of the board that daily operation of the well could be cut back to 3 hours per day.

Financial results for the period ending September 30, 2008 were reviewed. Year-to-date results show that we are slightly ahead (showing surplus) on the sewer segment, slightly behind on the water segment, and well ahead on Roads & Other. Repair and Maintenance reserves are building as planned. The working cash position at the end of the month was \$103,485. The sewer fund is at \$356,619, bolstered by the \$150,000 loan from the CSDA.

Cathryn Jackson asked why Depreciation was included in the profit/loss statement. It is included to bring awareness to the fact the depreciation reflects needs to eventually replace aging equipment.

6. COMMITTEE REPORTS

- a. **Finance** - Rick Guantone was absent from the meeting.
- b. **Open Space** - Floran Schneider: Nothing to report
- c. **Ad hoc Propane** - Bill Pugh. Bill Pugh talked about the ongoing Campora/propane/PG&E project. He reported that he has been in contact with PG&E regarding the supply by them of natural gas. PG&E is responding and looking into the possibility.

7. APPROVAL OF PAYMENT FOR EQUALIZATION TANK CONSTRUCTION

The District Engineer has reviewed and approved the first invoice for the Sewer Plant Equalization Tank project from Teichert Construction in the amount of \$77,242.50. Upon discussion, a motion was made, seconded and approved to pay the invoice by transfer of funds from the Sewer Reserve account.

Motion: Pugh

Second: Schneider

Passed: 3-0-0-2

8. MONITORING WELL SPONSORED BY CCWD

The Calaveras County Water District (CCWD) has requested permission to drill a monitoring well on WCSD property. CCWD is proposing that the well be drilled by them, provided that the WCSD grant a permanent easement for access to the well by CCWD. The monitoring well is to be used for ground water studies. After discussion of the WCSD benefits the board approved the installation of the well in a location to be agreed upon by the GM, District engineer and CCWD. The board also approved granting permanent access to the well site.

Motion: Schneider

Second: Pugh

Passed: 3-0-0-2

9. AUTHORIZATION TO DEPOSIT RESERVE & MAINTENANCE FUNDS

A proposal was made to transfer funds from the County General account to the newly authorized Repair & Maintenance account (at the County), in the total amount of \$30,000. This was passed without discussion.

Motion: Schneider

Second: Pugh

Passed: 3-0-0-2

10. AUTHORIZATION TO HAVE DISTRICT ENGINEER CREATE A WATER PLANT OPERATIONS PLAN

The Department of Public Health, Water Division, has requested that the District complete a Water Plant Operations Plan. The District Engineer estimates that the task can be completed for \$5,000. This matter was discussed and the Board asked for more information and to see an example copy. The item was continued to a Special Meeting to be called on October 23, 2008.

11. WATER CODE CHANGES (Continued from the September 11, 2008)

A final draft of water code changes was reviewed and presented for a first reading. Upon motion duly seconded and approved, a full reading of the ordinance was waived. Changes to the code were read.

Motion: Pugh

Second: Schneider

Passed: 3-0-0-2

12. SEWER CODE AND RATE CHANGES (Continued from the September 11, 2008 Meeting)

Discussion and possible action on a Third Draft of proposed Sewer Code changes required to implement the mandatory septic tank inspection requirements and to possibly modify other aspects of the Code. There were several changes suggested including; making septic tank inspections without charge, article 7 needs to be removed, and one weeks notice be given before septic tank inspection.

This topic was continued to the November 13, 2008 meeting.

Motion: Pugh

Second: Schneider

Passed: 3-0-0-2

13. DISTRICT POLICIES

Discussion and possible action of the following District Policies.

Policy #	Description	New	Modify
7020	Water Reserve	X	
7030	Sewer Reserve	X	
7040	Repair & Maintenance Reserves		X
7050	Special Assessments	X	
2270	Cell Phone Use	X	

Discussion of the policies was postponed to the November 13, 2008 meeting.

Motion: Pugh

Second: Schneider

Passed: 3-0-0-2

14. CORRESPONDENCE

The Board received a bulletin from legal service Liebert Cassidy Whitmore outlining the need for the District to have an Identity Theft Prevention Program in place by November 1, 2008. After discussion, the Board concluded that the Program should be discussed and approved at a Special Meeting of the Board, scheduled for October 23, 2008.

15. DIRECTOR’S COMMENTS

16. AJOURNMENT TO THE SPECIAL MEETING OF October 23, 2008

The meeting was adjourned to the Special Meeting, to be held on October 23, 2008.

Motion: Schneider

Second: Pugh

Passed: 3-0-0-2

Respectfully Submitted:

David Edwards, Secretary

Mark Fusselman, President