



Volcano Community Services District  
P.O. Box 72  
Volcano CA 95689

**PUBLIC MEETING**  
**Virtual Meeting thru a Zoom Meeting**  
**Covid-19 protocol**  
**MINUTES OF REGULAR MEETING**  
**June 4, 2020**

**Directors:** Nancy Bailey- President  
Jane Norcross – Vice President  
Nick Rubini - Director  
Gerald (Skip) Schippers - Director  
Wendy Cooper – Director

The Agenda was posted at the Armory Hall, Store, and Post Office on, 05/31/2020. President M. Bailey called the meeting to order at 7:04pm. A motion was made by J. Norcross to approve the consent agenda and minutes, S. Schippers 2nd, and all ayes. W. Cooper was absent.

**STAFF REPORTS/ITEMS:**

**Billing Secretary/Treasurer's/Secretary's Report:** S. Owens: – April & May: Checking Balance: \$22,528.72, CD1 \$5,701.50, CD2 \$27,408.95, CD4 \$24,733.54, CD#5 11,573.97 Income \$12,074.38 Expenses \$6,476.00 Net Income \$5,598.38, see April & May Treasurer's report. S. Owens reported recent collection methods have been working and a couple of old balances have been paid down. It is possible, that two properties that were double meters and have been converted to single meters, and are now occupied by a second tenant, it is possible they should be a double meters again.

**District Engineer's Report** – G. Barnes – absent

**Hall Manager's Report** – A. Macheel absent – N. Rubini will get J. Norcross the hall collection box key.

**Stairs:** N. Rubini and W. Cooper had looked at the stairs and determined they were not looking too bad; the whole stair does not need to be changed out, they only need to have the metal strips replaced. N. Rubini will get new strips.

**Septic:** The septic discussion continued, to see how to increase time between pumping.

**VCA Storage:** N. Bailey will check with A. Macheel to see if the VCA has gotten their boxes out of the hall. The VCA shed requirement was, the shed to look like the hall, as the roofs are different. The board determined the look was nice and the shed it good the way it is.

**Weed eating:** A. Macheel has done some weed eating at the cemetery and around the pump house. D. Ketron is able to get into the plant now. There may be a need to have some more clearing done.

**BBQ sign:** J. Norcross has not yet put up the BBQ sign.

**Covid-19 pandemic – Hall & Park rentals/Usage** – N. Bailey talked with the Amador health department and was told the restrooms needed to be sanitized at least once a day and if the use is high, the sanitizing occurrences need to be increased. Signage and chain are not keeping people out of the park. The board will continue to keep the hall, restroom, and park closed per the motion from April regular meeting. The board will have a special meeting, should the board needs to update the situation. **J. Norcross made a motion to continue with the closure of the park and restrooms and will continue opening when the state and local agencies indicate it is safe, N. Bailey 2<sup>nd</sup>, all ayes.** To open the restrooms, a special meeting will convene to discuss the arrangement of opening. Some members of the VCA are hoping to do the car show this year. The hall, restroom and park are closed, they know this, but if they get a permit from the county, they are going to proceed with the event. Discussion ensued, the event in town at this time could bring contamination to the town by having too many outsiders and could create a situation of too many people in one place. The event will only occur if a permit can be obtained from the county. **J. Norcross made a motion to contact the county about the encroachment permit for the car show and if the event persist, a special meeting will convene to discuss, S. Schippers 2<sup>nd</sup> and all ayes.**

**Regular Meeting AGENDA ITEMS Current:**

1. **VCA – Colleen Rogers** -- The VCA was asked to purchase a weed eater and had been tabled due to lack of information. The weed eater was asked for to maintain the cemetery

- weeds. The VCSD board would rather hire someone to do the weed eating and to provide their own equipment. The VCSD asked to remove the weed eater purchase from the VCA agenda.
2. **LAFCO, VCSD update** – There is nothing new worked on it.
  3. **Cemetery Maintenance & Headstone replacement** – A. Macheel has been weed eating the cemetery and it was approved at the April meeting and she would get paid \$400.00.
  4. **Restroom donations** – J. Norcross has change from the last collection but is waiting for the casino to open. The box has not been checked since the quarantine began.
    - a. Theater usage, portable potties -
  5. **Insurance Restroom & Water Tank and other items-** No report
  6. **Late payment policy** – SB998-has guidelines for late payment policies. S. Owens will continue to investigate.
  7. **Budget** – **S. Schippers made a motion to approve the budget for the FYE 06/30/2021 as presented, J. Norcross 2<sup>nd</sup>, and ayes.** S. Schippers suggested a rate increase may be necessary, as costs have increased. Discussion ensued regarding D. Dunn maintaining the restrooms and it was determined a special meeting will be held, once the state and local agencies feel the restrooms can be reopened.
    - a. **Resolution 2020-03 – S. Schippers made a motion to approve the resolution for the annual budget, resolution 2020-03, J. Norcross 2<sup>nd</sup> and all ayes.**
  8. **Rate Increase** – Nothing new to report. There may be some large repairs needed for the distribution system soon. G. Barnes is working on getting some grants. S. Owens reported a \$1.25 increase to the base rate, generates \$1,000 per year in income.
  9. **Election for board members** – N. Bailey will investigate regarding how the election will operate – N. Bailey, N. Rubini, and J. Norcross are up for re-election.
    - a. **Resolution 2020-04 – N. Bailey made a motion to approve the resolution 2020-04, to notice the continuance of the VCSD utilizing the Amador county elections office to conduct the VCSD board elections, J. Norcross 2<sup>nd</sup>, and all ayes.**
  10. **County Collection for 2019** – Typically, customers who owe more than \$100 for the previous year services, are sent to the county for collection through property taxes.
    - a. **Resolution 2020-01 – N. Bailey made a motion to approve the resolution 2020-01, utilizing the county collection system for rate payer balance collection for any customers owing for 2019 charges, S. Schippers 2<sup>nd</sup>, and all ayes.**
  11. **Audit authorization** – J. Norcross made a motion to approve Cathy Castillo to perform audits for FYE 2018 and 2019, N. Bailey 2<sup>nd</sup> and all ayes.
    - a. **Resolution 2020-02 – J. Norcross made a motion to approve resolution 2020-02 approving Cathy Castillo to perform audits for FYE 2018 and 2019, S. Schippers 2<sup>nd</sup>, and all ayes.**

**Hearing for those who wish to address the board:** J. Norcross asked the VCA, if they are willing to help with clean up at the cemetery during one of their clean up days. The VCA was thanked for their clean up work.

N. Rubini mentioned the tree removal and will donate the tree removal, however, he is booked and it may take a few months. N. Rubini will let G. Barnes know. The board greatly thanked N. Rubini for his kind offer and generosity.

C. Rogers asked for a list of items that the board would like the VCA to take care of and N. Bailey and J. Norcross will generate a list.

**J. Norcross made a motion to adjourn the meeting at 8:39 pm, N. Rubini 2<sup>nd</sup>, and all ayes.**

**Submitted**

**Sharon Owens**

**Secretary**