



**Volcano Community Services District**  
P.O. Box 72  
Volcano CA 95689  
VolcanoCSD.org

**PUBLIC MEETING**  
**Amory Hall – In Person Meeting**  
**MINUTES OF REGULAR MEETING**  
**February 3, 2022**

**Directors:** Nancy Bailey- President  
Jane Norcross – Vice President  
Michael Sorensen - Director  
Cynthia Corral – Director  
Rebecca Korematsu – Director

**The agenda was posted at the Armory Hall, Store, and Post Office on, 1/30/2022.**  
President N. Bailey called the meeting to order at 7:03pm. **A motion was made by J. Norcross, to approve the consent agenda and minutes of the previous meeting, N. Bailey 2<sup>nd</sup> and all ayes.**

**STAFF REPORTS/ITEMS:**

**Billing Secretary, Treasurers/Secretary Report:** S. Owens

- **Meeting date change to 2<sup>nd</sup> Thursday –**
  - **N. Bailey made a motion to move the regular business meeting from the 1<sup>st</sup> Thursday to the 2<sup>nd</sup> Thursday of the even months, effective the April meeting, J. Norcross 2<sup>nd</sup> all ayes.**  
S. Owens will send out a card, and R. Korematsu will post in town.
- **Meter #19 reconciliation – M. Sorensen will help S. Owens audit usage.**

**District Engineer's Report** – N. Lawson and J. Mottishaw – both absent.

S. Owens reported.

1. **Water capacity, flow, and maintenance – no report**
2. **Water leak and repair – J. Norcross made a motion to have AWA to do the repair near meter #1. N. Bailey 2<sup>nd</sup> all ayes.** There is a leak near Youmans's house on Emigrant. **C. Corral made motion to undo the previous motion. M. Sorensen 2<sup>nd</sup> and all ayes.**  
**J. Norcross made a motion for AWA to repair the leak at the end of Church near Meter #14, N. Bailey 2<sup>nd</sup> all ayes.**  
**J. Norcross made a motion to have the engineers near evaluate a leak near meter #26, and evaluate the situation, if the repair is beyond their scope will contact AWA to do the repair, C. Corral 2<sup>nd</sup> and ayes.**
3. **Well Repair update – well #1 is back online.**
4. **California Water Board Inspection Report – no report**
  - a. **Fence around well house – S. Owens is working on the return.**
  - b. **Lab report for well situation – The lab work for the well completed and the well is good to go.**
5. **Redwood tank repair idea – no report**
6. **Tree removal near the water treatment building – J. Norcross will investigate the tree removal situation.**
7. **Backflow device certification – S. Owens will notice owners to comply with annual certification.**
8. **Curb stops – exercise them – J. Norcross will talk with the engineers.**
9. **Capital Improvements: (items on hold until permit is released from the state)**

- Hydrant addition/repair & Hydrant survey – no report
- Increase water storage supply – possible grant funding – no report

**Regular Meeting AGENDA ITEMS Current:**

1. **New director appointment – J. Norcross made a motion to appoint R. Korematsu to the board to replace S. Schippers, N. Bailey 2nd and all ayes.** R. Korematsu was sworn in before the staff reports. N. Bailey will work with keys.
2. **Meter access and location ordinance 2022-02 – N. Bailey made a motion to adopt ordinance 2022-02, C. Corral 2<sup>nd</sup>, and all ayes.**
  - a. **Notice to homeowner, regarding the new fence – C. Corral made a motion to send Meter #17 a letter ASAP, giving a 30-day notice to decide to either move the meter or move the fence, either choice will be at their own expense, if they choose to move the meter, the work must be completed by the VCSD engineers, J. Norcross 2<sup>nd</sup> and all ayes.**
3. **Armory Hall Items:**
  - a. **Covid-19 pandemic – Hall & Park Update COVID protocol** –Hall users must continue to follow county and state guidelines.
  - b. **Hall repairs, toilet, & ADA door strip** – D. Ketron may have been the one that fixed the toilet in the lady’s room. C. Corral will talk with Ellie and see where things are at with items that need to be done. J. Norcross brought information about CYA, possibly they can help with the park and cemetery, J. Norcross will follow up
  - c. **Hall Cleaning** – after the big stuff frequency – if was suggested to ask the VCA for help.
  - d. **Hall stairs – metal strip replacement and painting of steps** – VCA was asked to help with the metal strips and C. Corral will be painting. This item was included on the list M. Bailey sent to the VCA per their request.
  - e. **Reservation update –**
    - i. **Hall use for Volcano Theater February 12<sup>th</sup>/Cost?** – C. Corral made a motion to charge the Volcano Theater \$150 charge for their annual event, the rate will be good for 5 years J. Norcross 2<sup>nd</sup>, and all ayes.
4. **VCA – Ellie Rutt – No Report**
  - a. **Check Heater & Cooling to be off after events** – Discussion ensued. No motion was made. The discussion included a \$50 charge if either the heater or Air Conditioning was left of after a hall user/renter has vacated the hall.
5. **Water Conservation measures** – ongoing.
6. **Cemetery Maintenance** – no report
7. **Late payment policy** – R. Korematsu will find out details of what the VCSD can do.
8. **Annual Audit – N. Bailey made a motion accept by Ingrid Sheipline as the new auditor, to begin ASAP, M. Sorensen 2<sup>nd</sup> all ayes. R. Korematsu abstain.**
  - a. **Auditor selection – Action C. Corral made a motion to approve resolution 2022-2 N. Bailey 2<sup>nd</sup> and all ayes**
9. **Board Ethics training and Certificates** – S. Owens asked the board members to do the training. Copies of certificates is needed for the website and monitoring.
10. **Union water issue is a septic issue.** VCSD cannot take action – it was septic problem caused by when the septic was pumped, there was some grease spilled from the grease trap.
11. **Rural Energy Pilot Program** – no report

**Hearing for those who wish to address the board:.**

**Adjournment**

**N. Bailey made a motion to adjourn the meeting at 9:09pm, C. Corral 2nd and all ayes.**