



Volcano Community Services District | MINUTES

March 12, 2026 | 7:00 pm | Armory Hall, Volcano CA

Meeting called by: M. Sorensen
Secretary: K. Holland

Directors Present:
A. Korematsu, J. Wolfbrandt
R. Korematsu, M. Sorensen, P. Suden
Absent:

7:01

CONSENT AGENDA:

1. Minutes of the regular meeting for February 12, 2026.

Motion to approve by R. Korematsu with corrections as noted. Second, by J. Wolfbrandt.
Approved 5/0

DISTRICT ENGINEER'S REPORT - George Barnes, 10 minutes, read by A.K.

1. Monthly Cleveland Tunnel flow treated and untreated including diverted via black pipe.

Approximate Gallons Per Minute (gpm)

Water treatment plant flow rate: 19 gpm Tunnel output: 23 gpm Black pipe output: 1 gpm

2. Any issues, etc. to address.

District Engineer met with the state representative of the water board for a facility inspection on February 23rd. Have not received the report yet but expect to receive it within a couple of weeks.

District Engineer will start the first round of PFAS sampling. PFAS stands for Per and Polyfluoroalkyl Substances. The first round of samples at the wells will be paid through a program for small systems, which will save a little bit of money. The rest of the samplings will be going to Alpha labs.

The annual Consumer Confidence Report is being put together by Alpha Labs and should be complete in a few weeks.

M. Sorensen commented that both tanks are still overflowing.

REGULAR AGENDA – Multiple, 60 minutes

1. Public Comment - *Any person may address the Board at this time upon any subject within the jurisdiction of the Volcano Community Services District (limited to 3 minutes per person). Any matter that requires an action will be referred to the Board for a report and action at a subsequent Board Meeting. 5 Minutes.*

- J. Wolfbrandt received a report of an issue with the urinal. Tried plunging, urinal needs to be snaked. J. Norcross offered to bring some Draino to see if that will help correct the problem.
- P. Suden spoke with Steve Cannon, president of the VCA who asked if VCSD would like to help fund rebuilding of the trash enclosures.

- M. Sorensen asked about the dollar value of the VCSD contribution?
- *Add the VCSD contribution to the April Agenda. VCA will bring an estimate.*
- Per E. Routt, the VCA consolidates the trash into 2 cans for pick-up.

2. Meter Reading/Park – R. Zehender. Information. 5 Minutes.

Per R. Zehender - Continue to encounter buried meters.

3. Prop 68 Per Capita Grant project contract with Ellie Routt. A. Korematsu. Discussion. 5 Minutes.

A. Korematsu – A draft contract between the VCSD & Ellie Routt has been provided and is open for negotiation. Anticipate the VCSD Board and E. Routt to work on the contract tonight and finalize at the April 9th meeting.

E. Routt comments that she is okay with the contract with a few changes, including correcting her name on contract and resolution to Sarah Ellen Routt. A. Korematsu notes that he anticipated payment based on a lump sum per milestone believing an hourly rate may be more challenging to track and invoice. E. Routt asks if VCSD wants to have her hours tracked in addition to the milestones? A. Korematsu reiterates that VCSD is considering a percentage per milestone. E. Routt provides her contract edits and changes to A. Korematsu via hard copy.

Question for E. Routt, – Have you worked for lump sum or hourly on past grant projects? Per E. Routt she is usually on the administrator side, in this case I will be operating as a contractor, so the percentage payment is appropriate.

Regarding confidentiality, E. Routt suggests that any proprietary information remains confidential.

A. Korematsu, is the Board okay with the changes? If yes, I will go with E. Routt to get her access to the Prop 68 bank account.

Board agrees to changes as proposed.

4. Change to Armory Hall project scope to roof per Joaquin Alameda’s evaluation and cost estimates. A. Korematsu. **Action.** 5 Minutes.

A. Korematsu, as Mr. Alameda is not here tonight, proposes that the issue be tabled until the April 9th meeting. E. Routt comments that she knows contractors that do roofing. M. Sorensen expressed concern about the roof structure. P. Suden notes that the reason that he brought up the issue is to see if the bones are good. Per J. Norcross, in the past, there were issues with the screws in the roof. A. Korematsu reminds the Board that the deadline for the grant is December 2027.

A. Korematsu will arrange a handoff of grant paperwork to E. Routt.

Add Armory Hall roof and Project Manager contract to the April 9th meeting.

Resolution to accept E. Routt as the Prop 68 project manager was approved by the VCSD Board on February 12, 2026, but remained unsigned to allow for corrections to date. Resolution will be revised to correct name from Ellie Routt to Sarah Ellen Routt.

5. Resolution 2026-04 to Adopt VCSD FY 25-26 Budget with changes as approved by the Board. **Action.**

Motion to adopt the FY 25-26 Budget with Board approved changes made by R. Korematsu. Second by P. Suden.

Motion approved 5/0.

6. Richardson & Company, LLP engagement letter for the FY 24-25 audit. K. Holland. **Action.** 5 Minutes.

General discussion regarding the audit. Engagement letter signed by President M. Sorensen.

7. A/R Report - K. Holland. Information. 5 Minutes.

Summary of Receivables

- Amount received to date: \$59,069.61
- Amount outstanding: \$4,325.92
- 2 accounts have their outstanding balance applied to their property taxes: \$2,215.61 received in December 2025, \$2,215.61 will be received in April 2026.
- Outstanding amount uncollected: \$2,110.31
- 2nd notices sent to delinquent accounts over 31 days.
- Letter to clear blocked meter sent to accounts identified in Rob's email. (53 & 56)

Comment - Letter regarding blocked meter acceptable to the Board.

Motion to adjourn by A. Korematsu. Second by P. Suden.

Approved 5/0

CLOSED SESSION (10 Minutes)

None

NEXT REGULAR MEETING: April 9, 2026, at 7:00 PM