



Volcano Community Services District | MINUTES

October 5, 2023 | 7:00 pm | Armory Hall, Volcano CA

Meeting called by N. Bailey

Acting Secretary: R. Korematsu

Directors Present:

C. Corral, R. Korematsu, M. Sorenson

J. Norcross

Absent: None

CONSENT AGENDA

September 2023 Regular Minutes and September 2023 Expenditures were on the consent agenda. Checks were issued in the amount of \$4705.05 and deposits were received in the amount of \$2993.17.

MOTION: R. Korematsu made a motion to accept the September 2023 Regular Minutes and September 2023 Expenditures. J. Norcross seconded the motion.

AYES: Unanimous.

Consent Agenda APPROVED.

STAFF REPORTS

1. *Treasurer – N. Bailey*

This report will be removed from the regular staff reports, as the expenditures and deposits are submitted above.

2. *Secretary — R. Korematsu*

Request for possible rental submitted via email, given to Hall Manager for disposition. Also submitted bill from Streamline for VCSD website.

3. *Hall/Park Manger Report—N. Bailey*

Two rentals for November, 3 for December. Effective January 1, 2024, N. Bailey is stepping down as the Hall Manager. No one currently on the Board volunteered for the responsibility.

4. *Missing Garbage can*

J. Norcross said the theatre has taken over the garbage can.

5. *Hall Committee*

Starting January 1st, 2024, \$500 will be the charge for non-resident fees. That price may raise in the future. Resident fees will stay the same at \$100 per day. The committee recommended the following improvements as Phase I. The interior of the hall needs to be repainted an off-white. The chair rail needs painting in a darker color. The burned-out light bulbs will be replaced.

Cassie has tentatively said she would provide a thorough deep cleaning of the hall, clean. Rob Zehender has agreed to loan up to \$1000 to the VCSD, and the VCSD will pay back the money through non-resident fees. The pictures and the flag will be protected. Information will also be posted on multiple social media sites.

6. Hall Committee (cont.)

J. Norcross made a motion to charge \$500 per day to non-residents, and \$100 per day to residents for Hall rental for 24 hours. N. Bailey seconded the motion.

AYES: Unanimous.

MOTION APPROVED.

7. Meter Reader's Report — R. Zehender

The meter reading will be an estimate this month.

DISTRICT ENGINEER (DE) REPORT – Nick Lawson

1. Monthly Cleveland Tunnel flow treated and untreated including diverted via black pipe. Plant 25 gpm, black pipe is 1.1 gpm, tunnel is 40 gpm.
2. Lead and Copper testing. The State indicated that there was another form that needs to be completed. Has this occurred? N. Lawson filled out the form and sent to the State.
3. Procedure for testing Backflow Pine Grove CSD-G. Barnes. M. Sorensen will also research. Six different state agencies tied into backflow testing. J. Norcross's neighbor is also drilling a well on the property, which will require a backflow device.
4. Review of completed testing requirements for the current quarter. All samples appear to be up to date.
5. Build weir outside Cleveland Tunnel. N. Lawson and G. Barnes will consult and get some measurements.
6. Develop a capital improvement plan so that the District can prioritize projects. M. Sorensen is working on an Excel Spread Sheet which will be presented to the Board when complete. M. Sorensen will discuss with N. Lawson and G. Barnes.
7. Watershed survey submitted. Has there been a response from the Water Board? No one has it, will still look for it. We are not currently in violation with the State.
8. Collapsed tank and removing/selling the redwood-C. Corral. Members of the board will let the community know that we are selling the wood.
9. Status of water retention in the Redwood Tank. A couple of leaks developed and the contractor found the areas of leakage and it is good for now.
10. Backflow Certification documentation for 2023 submitted to the Water Board on September 19, 2023-N. Bailey The certifications were sent by N. Bailey to the State Water Resources Control Board.
11. Updated District Engineers contracts-M. Sorensen. **ACTION**. Contractors are updated, with separate contracts for each DE. A contract was presented to N. Lawson. Verbiage will be inserted to ensure that the total contract fee will revert to the individual DE if there is only one DE, which is currently the case.
12. Lock broken on plant door –M. Sorensen. This item is pending repair.

13. Rosedale invoice. \$3196.97 due. **ACTION** J. Norcross made a motion to take close out the Bank of Stockton \$6679 CD to pay Rosedale Bill and Alliant Insurance. C. Corral seconded the motion.

AYES: Unanimous.

MOTION APPROVED.

REGULAR AGENDA

1. Alliant Insurance SLIP due October 13, 2023 \$4451.69-**ACTION** See item 13 for resolution for funds.
2. Bank of Stockton regarding M. Adams password-Informational N. Bailey The accountant has not been granted access to the Bank of Stockton account yet.
3. Withdraw portion of CD funds at Bank of Stockton to pay for insurance and balance due to Rosedale. **ACTION** See item 13 for resolution.
4. Completed Audit to Board of Directors-N. Bailey
5. Review Internal Controls indicated in Audit-R. Korematsu Asked the Board to review internal controls and consider adoption as operational improvements.
6. Delinquent Water Notice will be sent to Meter #6- Informational N. Bailey N. Bailey spoke to the property owner, and they might pay their bill.

Hearing for those who wish to address the board (limited to 3 minutes per person) Mr. Wolfbrandt joined the meeting and was welcomed by the Board for his attendance.

Meeting was adjourned at 8:30 pm.

NEXT REGULAR MEETING: November 2, 2023 AT 7:00 PM

Submitted by:


Rebecca Korematsu, Secretary (A)



Volcano Community Services District
P.O. Box 72
Volcano, California 95689

BOARD OF DIRECTORS

NANCY BAILEY, Chair (209) 296-4899
CYNTHIA CORRAL (408) 646-7997
REBECCA KOREMATSU (209)296-1995
JANE NORCROSS (209) 296-4959
MIKE SORENSEN (209)296-7664

AGENDA
GENERAL MEETING
Thursday October 5, 2023
Armory Hall, Volcano
7:00 P.M.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability related modification or accommodation to participate in this meeting, then please contact Nancy Bailey at 209/296-4899. Requests must be made as early as possible and at least one-full business day before the start of the meeting .Floor discussion at board discretion will be limited to 5 minutes per subject per individual.

CONSENT AGENDA: Items on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made part of the regular agenda under Agenda items at the request of a Board Member.

1. Minutes of the regular meeting of September 7, 2023..
2. September expenditures and income.

MEETING CALLED TO ORDER: Minutes of regular meetings are recorded on the Secretary's computer. Any person may address the Board at this time upon any subject within the jurisdiction of the Volcano Community Services District. Any matter that requires an action will be referred to the Board for a report and action at a subsequent Board Meeting.

STAFF REPORTS:

Treasurer-N. Bailey
Secretary-R. Korematsu
Hall/Park Manager Report-N. Bailey
Missing garbage can ACES-J. Norcross
Hall Committee-Informational
Meter Reading-R. Zender

DISTRICT ENGINEERS REPORT- Nick Lawson

1. Monthly Cleveland Tunnel flow treated and untreated including diverted via black pipe.
2. Lead and Copper testing. The State indicated that there was another form that needs to be completed . Has this occurred?
3. Procedure for testing Backflow Pine Grove CSD-G. Barnes. M. Sorensen will also research.
4. Review of completed testing requirements for the current quarter. Disinfection byproduct testing was done in August.
5. Build weir outside Cleveland Tunnel. D.Ketron, N. Lawson and G. Barnes will consult and get some measurements.
6. Develop a capital improvement plan so that the District can prioritize projects. M..Sorensen is working on an Excel Spread Sheet which will be presented to the Board when complete. M. Sorensen will discuss with N. Lawson and G. Barnes.
7. Watershed survey submitted. Has there been a response from the Water Board?
8. Collapsed tank and removing/selling the redwood-C. Corral
9. Status of water retention in the Redwood Tank. .
10. Backflow Certification documentation for 2023 submitted to the Water Board on September 19, 2023-N. Bailey
11. Updated District Engineers contracts-M. Sorensen. **ACTION**.
12. Lock broken on plant door -M. Sorensen
13. Rosedale invoice. \$3196.97 due. **ACTION**

AGENDA

1. Alliant Insurance SLIP due October 13, 2023 \$4451.69-**ACTION**
2. Bank of Stockton regarding M. Adams password-Informational N. Bailey
3. Withdraw portion of CD funds at Bank of Stockton to pay for insurance and balance due to Rosedale. **ACTION**
4. Completed Audit to Board of Directors-N. Bailey
5. Review Internal Controls indicated in Audit-R. Korematsu
6. Delinquent Water Notice will be sent to Meter #6- Informational N. Bailey

Follow up from previous meeting (s)

Hearing from those who wish to address the Board (limited to 3 minutes per person)

To: VCSD Board of Directors: Cynthia Corral, Rebecca Korematsu, Jane Norcross, Michael Sorensen
From: Nancy Bailey
Subject: Bills paid September 1, 2023-September 30, 2023 and Income

2126	Nick Lawson	State Drought Reporting & several Plant alarms	180.00
2127	Filtration Tech Inc	Rosedale supplies	3000.00
2128	PG&E	Street lights	331.73
2129	PG&E	Plant	21.98
2130	Volcano communications	296-2330	52.01
2381	Volcano communications	296-8002	52.01
2132	Ivan Dana	Billing expenses	67.32
2133	Nick Lawson	August	1000.00
Total			4705.05

Deposits; 1747.54 (100.00 Hall), 1245.63 Total: 2993.17

Checking Balance September 30, 2023: 4532.95

Balanced with August Statement

El Dorado Savings Bank CD	12630.95
Bank of Stockton CD	5731.51
Bank of Stockton CD	6679.55
Total	25042.01

Subject: 23-24 SPIP Premium Paid for Armory Hall and Water Tank : Volcano Community Services
From: Anne Krueger <AKrueger@alliant.com>
Date: 9/5/2023, 11:32 AM
To: Nancy Bailey <nance@volcano.net>

Hi Nancy,

2023-24 SPIP Total Base Premium is \$11,957.00 without taxes and fees:

TIV	Location	% of total	Total Base Premium	% of Premium	Location	Location Premium
\$ 1,451,268.00	Armory	0.949636	\$ 11,957.00	0.949636	Armory	\$ 11,354.80
\$ 76,968.00	Water house	0.050364		0.050364	Water house	\$ 602.20
\$ 1,528,236.00	Total Values				Total Premium	\$ 11,957.00

Let me know if you have any questions.

Thank you,

Anne Krueger
 Account Manager
 CA License No. 0184314
 Public Entity

T: 949.260.5087
 P: 619.699.0902
 E: akrueger@alliant.com
 Alliant.com

11957.00 Total Premium
129.00 Alliant Broker Fee
380.23 Surplus Tax Lines Fee

12466.23

Alliant
 Alliant Insurance Services, Inc.
 CA License No. 0C36861

The More Rewarding Way to Manage Risk

This email and its attachments are for the exclusive use of the intended recipients, and may contain proprietary information and trade secrets of Alliant Insurance Services, Inc. and its subsidiaries. This email may also contain information that is confidential, or otherwise protected from disclosure by contract or law. Any unauthorized use, disclosure, or distribution of this email and its attachments is prohibited. If you are not the intended recipient, let us know by reply email and then destroy all electronic and physical copies of this message and attachments. Nothing in this email or its attachments is intended to be legal, financial, or tax advice, and recipients are advised to consult with their appropriate advisors regarding any legal, financial, or tax implications.

①