# waterVolcano Community Services District

**P.O. Box 72**

**Volcano CA 95689**

**PUBLIC MEETING**

**Volcano Armory Hall**

**MINUTES OF REGULAR MEETING**

**June 6, 2019**

**Directors: N. Bailey- President**

**J. Norcross – Vice President**

**C. Swift - Director**

**Gerald (Skip) Schippers - Director**

**Wendy Cooper – Director**

**The Agenda was posted at the Armory Hall, Store, and Post Office on, 06/02/2019**. President N. Bailey called the meeting to order at 7:05pm. **A motion was made by J. Norcross to approve the consent agenda and minutes from the previous meeting, S. Schippers 2nd, and all ayes. W. Cooper and C. Swift were absent.**

*STAFF REPORTS/ITEMS:*

**Billing Secretary**, Meters were read on June 2, 2019. S. Owens is working delinquent accounts with new strategies. There are 7 properties who remain sporadic and late payers.

**Treasurers/Secretary Report**: S. Owens: – April & May report: Checking Balance: $25,483.13, CD1 $5,685.54, CD2 $27,312.84, CD4 $24,733.54, CD#5 11,573.97 *Income* $4,296.29 Expenses $4,907.63 Net Loss $611.34, see April & May Treasurer’s report**.**

* CD’s – **S. Schippers made a motion to move the large account at El Dorado Savings to Bank of Stockton, into a five-year CD, at the highest rate possible, likely 2%. J. Norcross 2nd and all ayes.**

**District Engineer’s Report** – G. Barnes absent. G. Barnes asked the board to join the California Rural Water Association. The membership would be great for seeking grant money, help with the annual CC&R and other things. The county has done the CC&R the past few years but is unable at this time. The cost to have the lab do it is $375.00. The membership would be a cost savings in comparison to the lab. **N. Bailey made a motion to approve Alpha Lab to create the annual CC&R for this year, J. Norcross 2nd and all ayes.**

* **Backflow device certification** – no report
* **Laboratory – possible change in company – No report**
* **Curb stops – exercise them –** No report
* **Capital Improvements:**
  + **2014-2018 Capital Improvement Plan – No report**
  + **Long Term Strategic Plan – No report**
  + **Hydrant addition/repair & Hydrant survey – No report**
  + **Increase water storage supply – possible grant funding – No report**
  + **Fire Hydrants – No report**
* **Curb stops, turning them off – No Report**

**It was noted and G. Barnes was emailed about a report from a neighbor, there was a leak at meter #23.**

**Hall/Park Manager’s Report** – A. Macheel – A. Macheel met with N. Bailey and S. Schippers and they reviewed the hall rental contract. The flag in the corner does not appear to be fabric and with ¼” tempered glass, which is safer, the bid is $1274.00, $500 of it is labor. A. Macheel will continue to look into, vinyl may be a better and cheaper solution. It would be helpful if someone knew the history of the flag. The generator contact information needs to be changed and updated, A. Macheel will update. A. Macheel went over and listed her duties.

A. Macheel will put up the BBQ sign.

**J. Norcross made a motion to increase A. Macheel’s hourly rate from $15 to $20 per hour, S. Sschippers 2nd all ayes**

**J. Norcross made a motion to have an accounting box on the first page of the hall contract, S. Schippers 2nd, all ayes**

***Regular Meeting AGENDA ITEMS Current:***

1. **VCA – Colleen Rogers** - VCA hall requests: Car show 6/7-6/8, art show, 7/5-7/7, park only 6/23, Blue Jean dinner 9/20-9/22, then Christmas dates. **N. Bailey made a motion to approve the rentals given for free, J. Norcross 2nd and all ayes**

The VCA asked what they could to do items around town. They offered to power wash and paint the restroom. A. Macheel will be the contact. **J. Norcross made a motion for the VCA to paint (using whitish paint for the walls), powerwash, clean, hang toilet paper dispensers and clean the floors N. Bailey 2nd, all ayes.**

1. **County Collection Resolution 2019-03 – J. Norcross made a motion to approve County Collection Resolution 2019-03, S. Schippers 2nd, and all ayes.**
2. **LAFCO, VCSD update**- The VCSD needs to update the Volcano portion, this is done every five years. There are a lot of updates needed.
3. **Armory Hall Items:** 
   1. **Sign for park for no BBQ’s** – see hall manager’s report
   2. **Hall Storage** – The VCA thanked the board for letting them build a shed. The shed has been ordered and on its way. The agreement was not accepted by the VCA**. J. Norcross made a motion to accept the VCA’s suggestion to have the VCA sign the VCSD contract as drafted, and then email changes and present a new contract at the next regular meeting for approval. The VCA representative will email S. Owens a draft for review and editing, S. Schippers 2nd, all ayes.**
   3. **Plastic of flag in hall needs to be replaced/repaired** – see hall manager report.
   4. **Hall donation box** – It was suggested to get a donation box for inside the hall. C. Swift was looking into boxes.
   5. **Reservations** -
   6. **Hall stairs – metal strip replacement and painting of steps** – It was suggested to find a handyman to do the work. A. Macheel will be asked to get some quotes.
   7. **Generator service** – A. Macheel reported she believes it was serviced not too long ago.
   8. **Septic** – Discussion ensued to find ways to lengthen the time between pumping. The hall septic is eight years old, so pumping was not unreasonable, however, it would be good to know what the sludge level is.
4. **PG & E program to upgrade pumps and streetlights** – **N. Bailey made a motion to allow the program people to come and do the survey, which will not have cost to the VCSD, S. Schippers 2nd, and all ayes.**
5. **Restroom donations** – N. Bailey will work on it.
   1. **Theater usage, portable potties –** no report
6. **Garbage Costs** –The cost the VCSD is not unreasonable.
7. **Insurance Restroom & Water Tank and other items** – N. Bailey and S. Schippers will meet and work on this item.
8. **Performance Reviews** – A. Macheel’s is complete.
9. **Job descriptions for independent contractors** -S. Owens was thanked for providing a listing of duties. See hall manager’s report for A. Macheel’s.
10. **Late payment policy** – Discussion ensued. S. Owens will continue to find out options for penalty fees.
11. **Annual Audit** - Ongoing
12. **Annual Budget** – **N. Bailey made a motion to approve the annual budget, J. Norcross 2nd, and all ayes.** 
    1. **Budget adoption resolution 2109-02** – **J. Norcross made a moqdtion to approve the annual budget resolution 2019-02, N. Bailey 2nd, and all ayes.**
13. **Website (must be running by Jan. 2020)** - Ongoing
14. **Brown Act – N. Bailey to get copies** – N Bailey emailed W. Cooper and C. Swift, so they can look online.
15. **Explore ways to get district residents to attend VCSD meetings** -

**J. Norcross made a motion to adjourn the meeting at 9:07pm, C. Swift 2nd and all ayes.**

**Submitted**

**Sharon Owens**

**Secretary**