



**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**  
**August 6, 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, 08/01/2020. President M. Bailey called the meeting to order at 7:01pm. A motion was made by W. Cooper to approve the consent agenda and minutes, N. Bailey 2nd, and all ayes.**

**STAFF REPORTS/ITEMS:**

**Billing Secretary/Treasurer's/Secretary's Report:** S. Owens: – June & July: Checking Balance: \$20,864.48, CD1 \$5,707.20, CD2 \$27,436.22, CD4 \$24,733.54, CD#5 11,573.97 *Income* \$6,918.91 Expenses \$4,328.25 Net Income \$2,590.66, see June & July's Treasurer's report. S. Owens reported, there has been a reduction in outstanding balances

- **Special District/Water Attorney on retainer** – S. Owens will report when some one has been located to do the job.
- **County collection** – One property owner was sent to the county for collection, through the direct charges process.

**District Engineer's Report** – G. Barnes – G. Barnes is quarantined from the plant most of the time due to COVID protocols. The auto dialer out because of a power outage and created some problems. There is only one tank working now. G. Barnes has been able to contact some vendors to see about getting someone to seal the redwood tank but is challenging with the COVID situation. The longer the tank goes without water, the closer it would be to not working at all. The loop at the end of National has been repaired; it was a large and complicated job. Otherwise, everything is chugging along, about 30gpm out of the tunnel, 25gpm into the system. A Repair will need to occur at the entrance of the tunnel, and it is 8' to 10' deep. This could cost \$10,000 to \$15,000.

**Tree removal near the water treatment building**, N. Rubini will take care of it and is getting it scheduled, possibly October. The board is very appreciative of N. Rubini to take care of the tree.

**Backflow device certification** – G. Barnes will check on the policy used by others and gather letters and information to get the process going again. G. Barnes knows several people who are licensed to do the certification.

**Laboratory – possible change in company** – G. Barnes reported, the extra cost of the current lab is worth the money, as they send out notifications and reminders.

**Curb stops – exercise them** – G. Barnes is hoping to get a grant to help pay for the replacement of some of the curb stops that need it.

▪ **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

**Hall Manager's Report** – A. Macheel – A. Macheel reported there have been a couple of cancelations and refunds may have to be made. A. Macheel will email S. Owens of any details relating to refunds. As of now, there are still no events allowed in town.

**Covid-19 pandemic – Hall & Park rentals/Usage** – With the state and county protocols, the VCSD board did not move to reopen or make changes, except for the restroom.

- a. **Sign for park for no BBQ's** – J. Norcross has not gotten it up yet.
- b. **Hall Storage** – N. Bailey will check on it. C. Rogers believes everything has been taken out, but not positive.
- c. **Hall donation box** – J. Norcross has not checked but does have the key.

- d. **Reservations** – no report
- e. **Hall stairs – metal strip replacement and painting of steps** – N. Rubini went by Meeks and Lowes and was unable to find the right part.
- f. **Septic** – no report
- g. **Public restroom locking up – Action – already discussed.**

**Regular Meeting AGENDA ITEMS Current:**

1. **Ben Peterson – Eagle Scout Project** - Ben is a boy scout and his troop has helped working in town. He is working on his eagle project. He would like to redo the cannon in Volcano. His observation was there are repairs needed, there are trees that need to be trimmed, add a fresh layer of gravel inside and around the structure. The cannon needs to be dusted and was warned to care for the surface. Ben will go to the VCA, J. Dobler and the County to make sure he has all the appropriate approvals. N. Bailey cautioned about liability and looking for a release, Ben said that would not be a problem and will see what the county wants. Ben would like to add a historical plaque to the project and will do fundraising for that and would like a story in the newspaper. **W. Cooper made a motion to approve the go ahead with the plan Ben Peterson has presented, J. Norcross, and all ayes.** The board was glad to offer support to Ben's project.
2. **Restroom arrangement with D. Dunn/Country Store** – S. Schippers reported he installed new locks on the restrooms. D. Dunn was given keys to both restrooms and the plan was to have at least one unlocked during business hours. D. Dunn is supplying the cleaning supplies and toilet paper to the restrooms. The restrooms are only open during business hours. A. Moreno mowed the lawn, as the lawn was getting so tall, the grass was dying. The VCSD has always had volunteers to mow the lawn. The park gate is not locked now.
2. **VCA – Colleen Rogers – C. Rogers**, C. Rogers mentioned an committee of two VCA members and two VCSD meters was formed to work on building a better relationship between the two organizations and finding out the VCA can do for the VCSD. The group has not time to meet, however, the VCA would like a list of need items, so they can set a plan for action. The VCSD representatives are N. Rubini and J. Norcross and for the VCA, Ellie and Kelsi. C. Rogers offered mowing the lawn to the scholarship kids and the kids in town have been working and will reach out to the kids and get a schedule together, possibly a rotating schedule between the kids. The cemetery maintenance has been on the VCA agenda but are having quorum issues and have not been able to follow through with everything now. J. Norcross reported the goats are no longer in the cemetery.
3. **LAFCO, VCSD update** – Nothing new to report.
4. **Cemetery Maintenance & Headstone replacement** – Nothing new to report.
5. **Restroom donations – collect from local businesses** – On hold with the current state of everything.
  - a. **Theater usage, portable potties** – no report
6. **Insurance Restroom & Water Tank and other items**- N. Bailey reported there is liability insurance place for the properties. It was suggested the steel water tank be insured for at least, 50% replacement.
7. **Late payment policy** – on hold
8. **Rate Increase** – It is a tough time to raise water rates, however, \$1.25 increase per month, would create an increase in revenue by \$1000 per year. A three-year plan would be a great way to implement. **J. Norcross made a motion to reduce the hall manager fee to \$25 per month, as the duties are minimal right now, and will remain until rentals can resume, N. Bailey 2<sup>nd</sup> and all ayes.**
9. **Annual Audit** – N. Bailey will sign the engagement and mail, so the CPA can begin the audit process for years ending 2109 & 2020.
10. **Double meter properties** – Two properties are now occupied by a second tenant; it is possible they should be a double meter again. **J. Norcross made a motion to revert two properties back to double meters, as there are two occupied residences on the properties, S. Schippers 2<sup>nd</sup> and all ayes.**
11. **Prop 68 parks and recreation funds** – The board rejected the idea of purchasing J. Dobler's property that runs up to the back of the hall. The board would like to examine the possibility of expanding the park. W. Cooper will investigate and will get help from N. Bailey when needed and report at the October meeting.
12. **Follow up from previous meeting(s)**

Hearing for those who wish to address the board: **J. Norcross made a motion to let K. Rubini use the hall to record a dance lesson two or three times a week, she would be alone. N. Bailey. All ayes**  
**Adjournment J. Norcross made a motion to adjourn the meeting at 8:40pm, W. Cooper 2<sup>nd</sup> and ayes.**

**Submitted**

**Sharon Owens  
Secretary**