

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING MINUTES
October 12, 2021 - 7:00 PM Open Session
LOCATION: Virtually via Zoom

The regular meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Tuesday, October 14th, 2021 at 7:03 p.m. by president, Kathleen Daugherty.

Board members present were Dan Negus, Kathleen Daugherty, Rolando de la Torre and Heidi Temko. General Manager, Don Elias, and Gerry LaBudde of Hydros, Inc. were in attendance of the meeting. There were several residents from the community in attendance as well (via Zoom).

Dan Negus made a motion to approve October 12th, 2021 agenda, and Rolando de la Torre seconded the motion, it carried with all ayes. Don Elias read two letters to the Board. One was a letter of resignation from the Board by Lynn Cook. The second letter to the Board was a contingent resignation from the Board as well as being Board President by Kathleen Daugherty if her christian valley residence sells at the end of October.

Gerry LaBudde presented to the Board a status report (inserted at the bottom of this document) of the previous month's repairs and Water Treatment Plant highlights. There were some customer calls and minor leaks reported. A leak on an unknown and unused service line on Helen Lane near Virginia Drive was found and repaired. The flows for the month are going down now that the residents are using less water. The average flow for the month of September was 560,000 gallons per day. Gerry is finalizing the necessary documents for the USDA which include some change orders, updating the Operations and Maintenance Manual, the Stormwater Pollution Prevention Plan (SWPPP), Notice of Completion, and some others. Gerry stated that the one-year tank warranties are November 21st, 2021 and June 2022.

Don Elias, General Manager, gave a report of the committees and other items. The Policy Review / Development Committee met and went over two policies. One of the policies was for new policy and procedure review, and the other policy was for Tree Trimming Clearances for the roads in Christian Valley. The tree trimming policy will be reviewed again later after the CalFire is contacted for their recommendations for tree and brush trimming clearances. Don confirmed that PCWA has taken on a project to ascertain the approximate price for a partial consolidation as well as a full consolidation.

Dan Negus made a motion to approve the SWPPP (Stormwater Prevention Plan) contract to Verux assuming that the start date of the contract is when the Notice of Completion is done. Verux has been monitoring the tank site from the start for the SWPPP. The cost is \$2,650 but they only will charge for services that are incurred. Heidi Temko seconded the motion and it passed with the following roll call vote: Dan Negus – aye; Rolando de la Torre – aye; Heidi Temko – aye; Kathleen Daugherty – aye.

Heidi Temko made a motion for Dan Negus to be president of the board for the rest of 2021. Kathleen Daugherty seconded the motion, and it passed with all ayes. Rolando de la Torre made a motion that Heidi Temko to serve as vice-president of the board for the remainder of 2021. Kathleen Daugherty seconded the motion and it passed with all ayes.

The Board would like the following items added to the agenda for November: Tree Trimming Policy approval, appoint one or two new Board members, and a possible project-based administrative assistant position.

Dan Negus made a motion to approve the Consent Items which included the minutes to the September 14th, 2021 board meeting and the special meeting on October 6th, 2021 as well as the approval of the monthly expenditures. Rolando de la Torre seconded the motion and it passed with the following roll call vote: Heidi Temko – aye; Rolando de la Torre – aye; Dan Negus – aye; Kathleen Daugherty – aye.

Rolando de la Torre made a motion to adjourn the meeting, Dan Negus seconded the motion. The motion was approved unanimously by the four board members at about 8:00pm. The information for future Board meetings can be found on the district website: www.christianvalley.org.

Respectfully submitted,

Don Elias

Don S. Elias

District Secretary / General Manager

**Christian Valley Park CSD
Water Report – Sept 2021**

Water Plant Operation and Maintenance

1. Average flow for the month 0.56 MGD raw water was 1.3 NTU.

Water Line Repairs and Call Outs

1. PCWA worked on their billing meter.
2. Call out on 10-inch in main of apparent leak. Investigated and determined it was private irrigation line up the hill.

Miscellaneous

1. Meter boxes/lids ordered.
2. Backflow testing – March 2021 – List is included.
3. Upland Meter installed – fixed a leak at the same time on adjacent service line on District side.

Capital Improvements

1. None to report

Upcoming Work

1. Clean sludge basin –delayed until Fall due to high demands and limited storage.
2. Filter inspections – delated to Fall. Replacing gaskets on lower manways will have to wait until winter when demands are reduced.

Storage Tank Project Update

1. Working on project close out
 - a. USDA documents, finalizing CCOs, O&M manual, SWPPP, Notice of Completion, etc.
2. CCOs
 - a. Sent contractor CCOs, have not received them yet, holding off on CCO9 until we determine issue related to meters on Allen.
3. Verux did stormwater monitoring. Post construction monitoring required until vegetation grows, provided a proposal, assuming through November 15th to get the Notice of Termination. \$2,600 based on their anticipated time line, but could go longer if vegetation doesn't grow based on weather.
4. Getting final billing together – have Control Point, any others?