

CHRISTIAN VALLEY PARK, C.S.D.  
BOARD OF DIRECTORS MEETING MINUTES  
June 14, 2021 - 6:00 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, June 14th, 2021 at 6:04 p.m. by president, Kathleen Daugherty.

Board members present were Dan Negus, Lynn Cook, Kathleen Daugherty, and Heidi Temko. Rolando de la Torre was absent. 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 the agenda for the June 14<sup>th</sup>, 2021 meeting. Lynn Cook seconded the motion, and it carried with all ayes. Diane Alessi emailed a suggestion for artwork for the tank, as well as not to use the trademarked Firewise name.

Individuals from the community in attendance introduced themselves.

The Board of Directors met in a Closed Session with Margaret Long, the district's attorney, regarding Board Member Compensation. After the Closed Session, it was announced that there was no action taken and no direction given to staff.

Gerry LaBudde presented to the Board a status report (inserted at the bottom of the minutes on this document) of the previous month's repairs and Water Treatment Plant highlights. There were several customer calls and small leaks reported. Diane Alessi stated that there was sand in the pipes, and it appeared that the sand was used for sandblasting the tank. Gerry will respond accordingly until the sand issue is resolved. The pneumatic tank, which maintains adequate water pressure for properties near the same altitude as the storage tanks, stopped working. After a fuse was replaced, it has been working fine ever since. Replumbing of pump #2 was repaired by Commercial Pump.

Tank 2 was placed into service on June 11, 2021 after water quality tests were performed and results were determined to be good. Gerry expressed interest in finalizing the site fencing to enclose the entire tank site area. Additionally, Gerry went over the change orders outstanding. It is expected that Partial Payment #12 will be approximately \$194,000.

Don Elias, General Manager, gave a report of the committees. The Board Compensation Committee met and submitted the Board Compensation Addendum to the Policy Committee for review. Don was instructed to remove the Board Compensation Committee from future agendas. The Policy Review / Development Committee reviewed the General Manager's duties, as well as the Board Secretary's duties. Dan Negus gave a summary of the Policies for the General Manager duties, as well as the Board Secretary duties. The Board Secretary is a position within the Board that is similar to the position of Vice-President or President of the Board. At this time, there is not a Board Secretary, but the duties are outlined in the policy so that the position may be filled at a later date. One important role of the Board Secretary is to assume the duties of the President in the event that the president and vice-president are not in attendance. The Discontinuance of Residential Water Service Policy that outlined the procedure to turn off water to a residence was reviewed. The Board will be voting on the policy later in the meeting. The Firewise Committee's name was changed to Wildfire Safety Committee. The Strategic Action Plan Committee's name (The Committee is actively dealing with the Request for Proposal (RFP) for contract Operations and Distribution System was changed to "Planning and Development Committee." The changes were made to more accurately reflect the activities of each respective committee. Rolando de la Torre and Don Elias surveyed the entire district looking at improvements or repairs that need to be made on the roads and ditches, and then the list of improvements needed was added into the Summer Road Project, which the Board would be voting on later in the meeting.

Gerry LaBudde of Hydros, Inc. is looking for an exit strategy for his subcontracting services to the district. Heidi Temko gave a short presentation to the Board on the different scenarios for Operations and Distribution of water in the district. The first scenario proposed is to hire a subcontractor via an RFP. The second is to have one or more part-time or full-time employees, as well as possibly having a subcontractor working along with the employees. The third scenario is to have the district be consolidated with PCWA. According to PCWA, there may be state grants which may help in the consolidation. Heidi Temko made a motion for continued study of several different options for the operation of the district's water plant system and to explore the costs associated with all the different options and bring them back to the Board. Lynn Cook seconded the motion, and it passed with all ayes.

The Treasure's Position agenda item will be handled at a later meeting.

Heidi Temko made a motion to approve the Board Compensation Addendum. Lynn Cook seconded the motion, and it carried with all ayes.

Dan Negus made a motion to approve the Discontinuance of Residential Water Service Policy. Heidi Temko seconded the motion, and it carried with all ayes.

Compensation for Lynn Cook's list will be added to July's agenda following clarification of Margaret Long's recommendation in writing.

Dan Negus made a motion to approve the Newsletter with changes to the photo and some verbiage by changing the committee names to reflect this meetings actions to change some committee names. Heidi Temko seconded the motion, and it was approved with all ayes.

Lynn Cook made a motion to approve the Firewise Flier, which will go out with the next water bill to the community with a disclaimer as to how the District is not endorsing the Firewise Corporation. The top line of the flier will also be deleted.

Lynn Cook made a motion to approve the 2021-22 budget, with the understanding that the budget will be reviewed in August 2021 since the budget reflects the district will be operating at a deficit. The deficit position is due to not enough revenue to cover all of the forecasted costs. It is also understood that the water usage revenue was set at 85% of normal due to the drought conditions and the anticipation that the state will have water usage restrictions in place in the near future. Dan Negus seconded the motion, and it passed with the following roll call vote: Lynn Cook – aye; Dan Negus – aye; Kathy Daugherty – aye; Heidi Temko – no; and Rolando de la Torre was absent.

Lynn Cook made a motion to approve the Road Contract 2021 with the stipulation of deleting the drainage work and other minor corrections. Heidi Temko seconded the motion and it carried with all ayes. The bid opening will take place at the next regular board meeting in July.

The next Regular Board Meeting will be on July 27, 2021 at 7pm.

For the July 2021 agenda, the Board wanted to include: Treasurer's Position, Lynn Cook's Board Member Compensation, Board Secretary Position, and Security Fence around the water tanks and other apparatuses.

The Board decided to review the District's Drought Position at a later date. The Board added a Budget Review to the Future Agenda Items section.

Heidi Temko made a motion to approve the Consent Items, which consisted of the May 19<sup>th</sup>, 2021 minutes, May 11, 2021 Minutes, and approval of the monthly expenditures. Lynn Cook seconded the motion,

and it carried with the following roll call vote: Heidi Temko – aye; Dan Negus – aye; Lynn Cook – aye; and Kathy Daugherty – aye.

Diane Alessi made a comment requesting the Board to consider placing a mural on the water tanks and explaining she had sent an email containing some pictures of mural possibilities for the water tanks. Since there were no further comments from the audience pertaining to items not on the meeting agenda, Heidi Temko made a motion to adjourn the meeting, Dan Negus seconded the motion. The motion was approved unanimously by the four Board members present. The information for future Board meetings can be found on the district website: [www.christianvalley.org](http://www.christianvalley.org).

Respectfully submitted,

*Don Elias*

Don S. Elias

District Secretary / General Manager

**Christian Valley Park CSD  
Water Report – May 2021  
(Preliminary Submittal – 6/11/2021)**

**Water Plant Operation and Maintenance**

1. Average flow for the month 0.481 MGD raw water was 1.3 NTU.

### **Water Line Repairs and Call Outs**

1. 5229 Westridge Avenue - After hours response to leak on customer side. Met with customer, shutdown water and left tool so they could turn water back on.
2. 2345 Christian Valley Road - Repaired service line. Root had broken service line.
3. 2527 Christian Valley Road – completed repair on service line leak – customer had coupling that started to leak after repair of District’s side of service. Removed coupling and replumbed.
4. Witt Road – very small leak, monitoring, unclear if it is on the main or service line up the road. Monitoring – surface is dry, but moisture still present – will monitor.
5. 3400 Christian Valley Road – customer request shut off.
6. Gava Ct – Customer request shut off, and returned to turn water on after they had finished.

### **Miscellaneous**

1. Completed replumbing of Pump 2 at tank pump station (new valve and suction line). Restarted pump, would not prime. Pulled pump and found that impellor bolt had failed, took pump to Commercial Pump, they were able to extract bolt from motor shaft, installed new seal. Pump reinstalled and tested fine.
2. Hydro-pneumatic tank panel failed. Diagnosed issue and found fuse failed. Replaced and restarted, has been running fine since.
3. Streaming Current Meter at WTP had a motor that failed. Critical instrument for setting chemical dosages, ordered and replaced the motor.

### **Capital Improvements**

1. Misc clean up of wiring on actuators.

### **Upcoming Work**

1. Clean sludge basin – have to be delayed until Fall due to high demands and limited storage.
2. Filter inspections – purchased gasket material need to schedule, hoping for cool down. Replacing gaskets on lower manways will have to wait until fall due to high demands and the limited storage.
3. EAR and CCRs for regulatory reporting – working on reports.

### **Storage Tank Project Update**

1. Operational as of June 11 and filled. Began feeding system afternoon of June 11<sup>th</sup> after water quality tests were finalized.
2. Site piping tied into the system, still operating on combination of temporary piping and permanent piping. Will begin removal of temporary piping in the near future.
3. Site fencing
  - a. Enclose entire site - contractor is looking at and will let us know cost differential
  - b. Additional section of wood fence on eastern portion of the neighbor’s property.
4. Three outstanding change orders being processed:
  - a. CO 4 – Tank Pad – contractor contending soils under Tank 2 were unsuitable and delayed them and necessitated need to import aggregate base rock – amount requested was \$47,000. Have rejected their request in two separate letters.
  - b. CO5 - COVID/Milestone 2
    - i. Contractor and USDA signed – closed
  - c. CO6 – Trench Backfill – contractor contends that they could not utilize onsite soils for trench backfill – similar to CO4. Have not responded, could deny similar to CO4 reasoning.
5. PP12 is being processed and will be submitted – based on progress this period construction total of about \$200,000 for PRT invoice (w/o retainage).
6. Tank 2 online, back to full storage capacity.



**Tank 2 in foreground**



**Interior of Tank 2 prior to coating – green color is the zinc primer**



**Interior of Tank 2 - Sand blasting and prepping for stripe coat**



**Intermediate coat - note pink tint to distinguish from top coat (white)**



**Top coat - white**



**Exterior painting - top coat (green) over intermediate coat (white)**