

CLEAR CREEK COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
OCTOBER 5, 2023 6:00 P.M.

Rod Twain called the regular meeting to order at 6:00 pm

Roll call: Rod Twain, Cathy Hunter, Jim Christopherson, Nancy Presser & Julie Raymond all present

Pledge of Allegiance led by Rod Twain

Others present: Nicolette Moroney Sec/Treas, Ross Kassebaum Fire Chief, Steve Sader Water Maint/Dist Operator

APPROVAL OF AGENDA:

Motion to approve the agenda was made by Cathy Hunter, seconded by Rod Twain, all in favor, motion carried.

BUSINESS FROM THE FLOOR: None

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of September 7, 2023 was made by Cathy Hunter, seconded by Nancy Presser, all in favor, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve September 2023 invoices & October 2023 payroll was made by Cathy Hunter, seconded by Rod Twain, all in favor, motion carried.

DELINQUENTS: 7

Households can apply for LIHWAP (Low Income Household Water Assistance Program) through the Lassen Economic Development Corporation, 200 Highway A-21, Westwood, CA 96137, (530) 256-3531.

FINANCIAL REPORT:

Fire Department August 31, 2023 balance \$26,667.64 (September 2023 deposits \$0) (September 2023 expenditures \$4,314.63) September 30, 2023 balance \$22,353.01

Water Department August 31, 2023 balance \$126,245.33 (September 2023 deposits \$11,211.57) (September 2023 expenditures \$6,903.23) September 30, 2023 balance \$130,553.67

Plumas Bank savings acct \$ 66,909.68 and checking acct \$10,190.90

Reviewed & motion to approve financials was made by Rod Twain, seconded by Cathy Hunter, all in favor, motion carried.

WATER DEPARTMENT REPORT:

Steve Sader reported water usage for September was 2,421,500 gallons, down from last year of nearly 1 million gallons. The spring height is holding at 19". Generator ran flawlessly for the last three power outages. Repair complete on Rainbow Dr. Regarding the Miller leak, was told it has been repaired four times. Steve will contact Turner, Lopez or use Westwood CSD for Miller leak if needed. Identifying water boxes and winterizing them, still need to flush hydrants before winter. He thinks it would be a good idea to have someone else get their D1 license.

FIRE DEPARTMENT REPORT:

Chief Kassebaum reported there were 2 calls in September, 1 car fire in Clear Creek & 1 medical. He is working on trouble shooting radios before spending money from the 50/50 grant.

We have been awarded the SAFER (recruitment, retention and training) grant through FEMA as long as we complete the paperwork. It is a grant for \$12,500 over 4 years.

INFORMATION / DISCUSSION ITEMS:

1. Water System Improvements Project update – Our 30 days to get the requested documents together was up last week. The district completed their portion of this. We have a monthly conference call on Tuesday, October 10, 2023 at 1:30 pm to see if all is complete and ready to move forward. The draft scope of work is now over 10 million for this project. Steve DeBonis with SPI will be contacting Tom Warnock with Pace Engineering to move forward with a granted easement for the intertie.
2. We received a 2nd letter from a customer formally wanting the district to improve its services by implementing a gateway for invoicing and online bill payments through its website. The district will respond to the customer and again let them know the County does not have the ability to do this right now.
3. Water rates increase on January 1, 2024. The notice will go in with the billing next month.
4. Fire Preparedness Education Day is Saturday, October 14, 2023, 10 am until 2:00 pm. The Fire Chief will be making tri-tip chili and will be serving coffee and donuts. He hopes all District board members & Fire Association members will attend.
5. Engine 1122 (structure rig) is out of service indefinitely. We will be responding with engine 1121 (wildland rig) and the utility vehicle. We haven't lost the ability to respond but the amount of water pumped will be less. He's reached out to all fire chiefs in the county, spoke to Silas Rojas with OES; he also called Chester, Hamilton Branch and Westwood fire departments to let them know we would not be responding with a type 1 engine. Rod Twain Chair would like us to try and find an engine that will fit in the bay first before we consider anything else.
6. Right now the special fire tax is \$100 per parcel. Cathy Hunter doesn't know when this tax began but she has been here since 1998 and it hasn't changed. The board agreed it is worth looking into.

ACTION ITEMS:

1. Motion to approve the Calfire Grant Agreement #7GG23022, Resolution 2023-05 & Form AD-1048 was made by Cathy Hunter, seconded by Rod Twain, all in favor, motion carried.

MATTERS INITIATED BY THE BOARD: Cathy Hunter asked the board to consider changing the language in the job description concerning the Water Manager position relating to time-off. Will distribute job descriptions and the board can make their modifications and bring to the next board meeting to discuss/approve changes.

The regular meeting of October 5, 2023 was adjourned at 7:21 pm. The next regular scheduled monthly Board meeting will be Thursday, November 2, 2023 at 6:00 pm at the Firehouse downstairs.



Rod Twain / Chair



Nicolette Moroney / Secretary