

CLEAR CREEK COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
FEBRUARY 06, 2020 6:00 P.M.
(530)256-3096

Cathy Hunter called the regular meeting to order at 6:00 p.m.

Pledge of Allegiance led by Cathy Hunter

Roll call: Cathy Hunter, Rod Twain, Burt Cooper, Jessica Greene & Judy Cooper all present.

Others present: John Hunter Fire Chief, Nicolette Moroney Secretary/Treasurer, JD Hackett Water Manager, Rob Slater resident, Dave Dean resident, Stacey Fisher reporter, Julie Raymond resident, Mike & Shelley Ceaglio residents, Susan Miller resident, Cindy Jensen resident, Richard Longacre resident, Nicholas McBride (candidate for District 1 Supervisor), Debbie Jennings resident, Randy Meeks resident.

APPROVAL OF AGENDA:

Motion to approve the agenda made by Burt Cooper, seconded by Rod Twain, all in favor, motion carried.

BUSINESS FROM THE FLOOR: Cynthia Jensen had siren information for the Board, She also said she had emailed a "Records Retention Policy" to review.

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of January 02, 2020 made by Burt Cooper, seconded by Jessica Greene, all in favor, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve January 2020 invoices & February 2020 payroll made by Rod Twain, seconded by Judy Cooper, all in favor, motion carried.

DELINQUENTS: There is 1 delinquent, per resident check is in the mail.

FINANCIAL REPORT:

Fire Department December 31, 2019 balance \$30,664.15 (January 2020 deposits \$23,327.65) (January 2020 expenditures \$1,717.08) January 31, 2020 balance \$52,274.72

Water Department December 31, 2019 balance \$82,640.21 (January 2020 deposits \$10,916.84) (January 2020 expenditures \$5,300.20) January 31, 2020 balance \$88,256.85

WATER DEPARTMENT REPORT:

Per JD water samples were good for the month of January. Repaired two water main leaks since the last board meeting. Twin Pines took approximately 8 ½ hours and Clear Creek Drive too approximately 5 hours; thanks to our crew it saved the District \$2,300.00. Because of the equipment and parts used we had to order more from Western Nevada that invoice is \$750.00. We have to reimburse Hamilton Branch for a pipe of \$75.25. We also needed to order sand from Turner Excavating at a cost of \$280.00. The temperature at the springhouse is 36 degrees and the height is 14". I repaired electrical plugs on the sump pumps for both Clear Creek and Hamilton Branch (because we used theirs). I ordered a new sump pump with a hose from Texas identical to Hamilton Branch's that works way better. The water usage for the month was 236,000 gallons. I handed out shut off notices but we did not have to shut down anyone. Shut down our valve to a customer who had a leak, turned back on when repaired. Plowing out and shoveling fire hydrants during the month. On the structure fire was ordered by the Chief to go to the pump room and keep pumps running hot during the fire. Thank you to Hamilton Branch for always having parts available that we can replace during a water main break. Plowed and shoveled out in front of the firehouse and made sure snow blower was running and gassed up during the month.

FIRE DEPARTMENT REPORT:

John Hunter Fire Chief reported they had three regular drills for the month. We had one medical call but really wants to talk about the structure fire we had. Everyone knows we had a major structure fire on Clear Creek Drive and the reason he ordered JD to the pump room is there was not enough water pressure to effectively fight the fire. He wants to know what's going to happen when JD is not here. My requirements are; I need 1,000 gallons a minute for a minimum of sixty minutes, that's standard. We had four attack lines going off of two engines and were not able to effectively supply those lines; we had to toggle in-between lines and engines to supply the fire. Twain wanted to know if the proposed grant would have provided that amount of water; J. Hunter replied yes he talked to the grant writer. Twain wanted to know what he would recommend. Hunter said you can start looking at piecemeal (bit by bit or piece by piece), we have two hydrants that are not supplied by 4" main. A 4" main for a hydrant is standard. Twain wanted to know if we upgraded the substandard lines if that would help, Hunter replied "definitely that would be an easy way to start, need to prioritize". J. Cooper asked what about hydrants, Hunter replied the national standard is one hydrant every 400' and we only have nineteen. B. Cooper asked Hunter if on the structure fire were we able to get a water tanker, Hunter said that was one of the first things ordered but it never arrived. This time of year most water tenders are out of service. The other responders were Westwood, Calfire, Hamilton Branch, Chester, Peninsula, CHP and the Sheriff, Clear Creek Fire was first on scene.

DISCUSSION ITEMS:

1. Tom Esgate reported they were in the final stages of closing the grant out; still assessing what money is left. Lots of discussion, resident Meeks stated, at the first meeting you talked about dead, dying & hazardous trees, he says there were lots of green trees cut. Esgate said a green tree is a hazard tree if they assess it to be. Resident Ceaglio wanted to know how you justify cutting twenty trees or so from one property and none from another. Per Esgate this community has about 80% more trees than it should. Calfire reps were afraid they wouldn't get people to remove the amount of trees needed on their property; they wanted to see that kind of work done and are very happy with the results. Esgate said the number one priority was getting Clear Creek Drive done, most economical. The objective/priority was to get forty properties done. If it wasn't for the PG&E money that would not have happened. The grant was written pre Paradise once that happened everyone wanted their trees removed, that wasn't the history in prior grants. Meeks thought the USFS had something to do with the grant; Esgate informed him it does not. The money came from the State of California, greenhouse gas and carbon sequestration funds. Lots more discussion, per Esgate the best thing the community can do is to be supportive of this project or if you want to blow things up no one will be interested in giving you money for future projects. Some residents thought this was a bid job, Esgate reiterated it was time and material, there was only one bid submitted and that never happened. The bottom line is we need more communications/meetings and hopefully the Fire Safe Council will apply for future grants.
2. Reviewed the Notice of Public Hearing Water Rate Increase notice to residents, the Board happy with the notice, good to send out. Jennings questioned the motel's rate; she didn't realize they also pay the commercial rate.
3. There was only one bid received for the annual maintenance of the generator, reviewed.
4. There was a request to price out insulation of water boxes and the labor to install it. The Board stated there was no need for the additional expense to continue to insulate with pine needles.
5. Upcoming webinar "Introduction to Special District Finances for Board Members" on February 18, 2020 at 10:00 am if anyone is interested in watching. Twain suggested viewing at the District office and Moroney will register members who email her their interest in attending.

ACTION ITEMS:

1. Committee for updating the Rules, Rates & Regulations – Motion made by Cathy Hunter to elect Jessica Greene and Rod Twain as the committee, seconded by Burt Cooper, all in favor, motion carried.
2. Reviewed and approved an increase to \$1,000.00 limit of the credit card (it is currently \$500.00). Motion made by Cathy Hunter, seconded by Rod Twain, all in favor, motion carried.
3. Reviewed and approved the Records Retention Policy/Schedule with item correspondence (routine) with customers or vendors be 3 years retention instead of 1 year retention. Motion made by Jessica Green to approve, seconded by Judy Cooper, all in favor, motion carried as amended.
4. Reviewed and approved the Credit Card Policy/Procedure with additional verbiage on number 2 to include will prosecute to the full extent of the law. Motion made by Burt Cooper to approve, seconded by Judy Cooper, all in favor, motion carried as amended.
5. Reviewed and approved the transfer/reallocation of funds to balance the current budget. Motion made by Rod Twain to approve, seconded by Burt Cooper, all in favor, motion carried.
6. Approved the bid on the annual maintenance of the generator. Motion made by Cathy Hunter to approve, seconded by Burt Cooper, all in favor, motion carried.

MATTERS INITIATED BY THE BOARD: Cathy Hunter wanted to know if the electrician had looked into the firehouse issues. Per JD he is going to install the outlets for the garage doors and change out the panel box in the water room for \$2,000.00. JD coming up with a plan to supply water pressure with our two pumps down so that the box can be changed out. She wanted to know if he looked at the siren, JD responded he wants nothing to do with it, it is very dangerous. She also wanted everyone to be aware of the future “Budget Workshop”. She would like it as an upcoming discussion item. Cynthia Jensen gave Cathy Hunter information/material on a new siren.

THE REGULAR MEETING OF FEBRUARY 06, 2020 WAS ADJOURNED AT 7:45 P.M. THE NEXT REGULAR MEETING SCHEDULED WILL BE ON MARCH 05, 2020 @ 6:00 P.M. AT THE FIRE HOUSE DOWNSTAIRS.



CATHY HUNTER/CHAIR



NICOLETTE MORONEY/SECRETARY