

CLEAR CREEK COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
FEBRUARY 4, 2021 6:00 P.M.
(530)256-3096

Cathy Hunter called the regular meeting to order at 6:00 pm via teleconference. She thanked everyone for taking the time to call in and participate. She reminded everyone that all votes must be made by roll call.

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

Others present: Nicolette Moroney Secretary/Treasurer, Chief John Hunter, JD Hackett Water Manager.

APPROVAL OF AGENDA:

Motion to approve the agenda was made by Judy Cooper, seconded by Rod Twain, all in favor by roll call, motion carried.

BUSINESS FROM THE FLOOR: None

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of January 7, 2021 was made by Cathy Hunter, seconded by Judy Cooper, all in favor by roll call, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve January 2021 invoices & February 2021 payroll was made by Burt Cooper, seconded by Rod Twain, all in favor by roll call, motion carried.

DELINQUENTS: 9

FINANCIAL REPORT:

Fire Department December 31, 2020 balance \$43,496.44 (January 2021 deposits \$25,641.72)
(January 2021 expenditures \$10,658.42) January 31, 2021 balance \$58,479.74
Water Department December 31, 2020 balance \$80,575.90 (January 2021 deposits \$9,999.33)
(January 2021 expenditures \$8,963.96) January 31, 2021 balance \$81,611.27

Fire Department to repay Clear Creek Volunteer Fire Association for engine 1121 repairs.
Reviewed & motion to approve financials was made by Cathy Hunter, seconded by Burt Cooper, all in favor by roll call, motion carried

WATER DEPARTMENT REPORT:

Per JD bacteriological water samples were good for the month of January. Usage for the month was 475,000 gallons, still not able to go out to the springhouse to measure spring depth or temperature. Worked on wtp, tcr (monthly reports), also worked on the generator maintenance history and field maintenance and pump room maintenance files. Worked with our team during the month clearing the hydrants. Took a sexual harassment class. Topped off the generator diesel and checked all fluid levels including the battery charging level and cables. Warned the County that the snow plow equipment is getting close to hydrants. Ordered a new silent check valve for pump room. Tested the water clarity once a week. Repaired pump lubrication seal line on pump 2. Monitoring any digs. Remarking isolation valve poles.

Burt Cooper wanted to know if JD was putting an additive in the generator, JD is not and doesn't think it necessary but will if requested too.

FIRE DEPARTMENT REPORT:

Chief Hunter reported they had four regular drills. There was one call for the month, a structure fire in Westwood. He acquired five pagers from the City of Susanville. Engine 1121 is back in service. Attended a sexual harassment training class. Went to a Firenet meeting, discussed why our pagers don't always go off. They had a lot of good suggestions will follow though during the next quarter and hopefully get it straightened out. We have one new volunteer, bringing our total to eight. Happy to report there are two volunteers attending the Volunteer Fire Fighter Academy in Susanville at Lassen College. Thanked the volunteers for clearing the firehouse and hydrants. A big shout out to the PG&E operator and his front loader for clearing the firehouse, he did a fantastic job.

INFORMATION ITEMS: None

DISCUSSION ITEMS: None

ACTION ITEMS:

1. Motion to approve signing the Assistance to Firefighter Fema Grant application & signing the MOU (Memorandum of Understanding) for regional applicants as part of the grant was made by Cathy Hunter, seconded by Rod Twain, all in favor by roll call, motion carried.

MATTERS INITIATED BY THE BOARD: Burt Cooper wanted to know what was going on with the siren. We have the siren, payment is in the mail, will schedule with the company to install. Cathy Hunter wants the Employee Handbook and Job Description as an action item to form a committee on next month's agenda. Nicki Moroney will get the current Employee Handbook and Job Descriptions to the Board. Nicki Moroney informed all that Robert Johnson our CPA and yearly auditor passed away in December. Our sincere condolences go out to his family.

The regular meeting of February 4, 2021 was adjourned at 6:33 pm. The next regular scheduled monthly Board meeting will be March 4, 2021 at 6:00 pm at the Firehouse downstairs.



Cathy Hunter / Chair



Nicolette Moroney / Secretary