

CLEAR CREEK COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
DECEMBER 06, 2018 6:00 P.M.
(530)256-3096

Cathy Hunter called the regular meeting to order at 6:03 p.m.

Pledge of Allegiance led by Cathy Hunter

Swore in the new board members.

Roll call: Cathy Hunter, Burt Cooper, Jessica Greene & Judy Cooper; all present. Wayne Lewis did not show.

Others present: Nicolette Moroney Secretary/Treasurer, Dave Dean resident, Susan Cort-Johnson newspaper reporter, Susan Miller resident, Rod Twain resident, Celeste Higby resident, Ella Jolley resident, Robert Slater resident, Toni & Steve Munkres homeowners, Debbie Jennings resident, Randy Meeks resident.

APPROVAL OF AGENDA:

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

BUSINESS FROM THE FLOOR: None

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of June 07, 2018 & October 04, 2018 made by Burt Cooper, seconded by Jessica Greene, all in favor, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve October 2018 invoices, November 2018 payroll, November 2018 invoices and December 2018 payroll made by Burt Cooper, seconded by Jessica Greene, all in favor motion carried.

DELINQUENTS: There are two, both sending in a check this week.

FINANCIAL REPORT:

Fire Department Oct 31, 2018 balance \$44,696.79 (Nov 2018 deposits \$0) (Nov 2018 expenditures \$6,358.94)
Nov 30, 2018 balance \$38,337.85

Water Department Oct 31, 2018 balance \$67,899.45 (Nov 2018 deposits \$8,503.60) (Nov 2018 expenditures \$2,925.25)
Nov 30, 2018 balance \$73,477.80

WATER DEPARTMENT REPORT:

JD reported water samples were good for October and November. Repaired leaks in pump seal lubrication lines. Insulated all water boxes except for inaccessible boxes. Marking valve locations and water boxes street locations and putting steel stakes that mark box location for snow, visually checked all water boxes, except for inaccessible ones. All hydrant poles installed. Assisted customers as needed, by shutting down our valve for them, repairs leaks etc. Attended PACE engineering conference calls both months. Oil, coolant and battery good on generator, also ran perfectly under load during Nov. 8 outage, added diesel and monitored it. Shut down water both sides of Clear Creek Park, county and our outlet. Totally rebuilt the firehouse toilet. Renewed my Treatment Plant operator 2 license by going to classes for contact hours. Assisted seller and buyer on house and de-energized valve for agents. Hung late water payment notices. Repaired base seal pump 2. End of the month reading for the last several months were; July was 5,469,000, Aug was 5,053,000, Sept was 3,173,000, Oct was 1,375,000 and Nov was 236,000 gallons of water used.

Burt Cooper asked JD on the last power outage did you have any issues or problems with the generator, JD answered, absolutely not.

FIRE DEPARTMENT REPORT:

Per John Hunter, there were two medical calls in Clear Creek last month. One vegetation fire in Westwood, we were there for four hours, just received paperwork from Cal Fire to be paid for that. Two regular drills last month, 1st one went over routine maintenance on the trucks, started all the tools. The second drill we discussed Burt Cooper our latest volunteer, his Wildland Fire training. Burt Cooper completed the Basic 32 Wildland Fire Training in Susanville. Purchased new synthetic fire hose, thank you to the Fire Association. Attack line is here, supply line will be here Dec. 12. Volunteers Burt & Nicolette participated in the "Fill the Boot" in Susanville. Resident Rob Slater has an interest in joining the Fire Dept. hope to get him on board soon.

DISCUSSION ITEMS:

1. New water system grant update - The possibilities are laid out in the email from Tom Warnock with PACE Engineering that was part of your Agenda packet. The State is pressuring us to consolidate with Westwood. We basically have three options; Alternative 1 – CCCSD Water System Improvements Project. Estimated Project Cost = \$ 4,918,000.00. Includes spring house rehabilitation, raw water main from spring house to new pump station, new raw water pump station in park, water storage tank, distribution system improvements and AMR meters throughout the subdivision. We already approved purchasing the SPI land. We need to be thinking about fire protection, a big push on this grant in the first place was more fire hydrants, improved water pressure on the other side of the tracks, Circle Dr. Per Chief Hunter, the National Standard is one hydrant per every 400 ft. and we are nowhere near that now. Alternative 2 – WCSD & CCCSD Consolidation Project. Estimated Project Cost = 7,810,000.00. Includes Walker Spring house improvements, Intertie pipe from Walker Spring, Replacement of CCCSD distribution, New 1 MG Tank to be located at Westwood CSD tank site, requires additional planning work. Per Cathy, need to work on water rights, confirm that Westwood can annex etc. it's a Pandora's Box. We have been talking to Randy Buchannan; have been attending the Westwood Services District board meetings. Westwood has been on those conference calls. The last information we have from Westwood to date is Westwood right now is not interested in consolidating and neither are we. Per Burt Cooper if we were to run a pipe out here from Westwood and they hit us with whatever pressure they have would that be a danger to our pipes. JD asked permission to open up a dialog with Randy Buchanan so he can look at his schematics, understand the dynamics of what he has, and report back to the Board. Board agreed it was imperative and a wise and prudent thing to do. Alternative 3 – WCSD Sells Wholesale Water to CCCSD. Estimated Project Cost = 3,280,926.00. More planning work would be needed. A lot of assumptions with the alternatives would include that this board and the customers are willing to be consolidated into the WCSD or water provided by Westwood. LAFCO and WCSD Board and customers are willing to annex or serve CCCSD. The SWRCD funding is made available. There are other questions, what would WCSD charge CCCSD for that water? With all three alternatives, there are a lot of questions. Per Cathy Hunter, as a board member she is not willing to do anything one way or the other until we had some Town Hall meetings with the residents of Clear Creek. We as a board need to be more informed, we need to be more educated on all of this and Westwood needs to become more informed. We are talking about having PACE come, maybe do a Town Hall meeting, maybe someone from the Water Board come too. However, we would need many people from Clear Creek to come and give their input. Per Burt Cooper, regardless of what we do, fire protection has to be #1 in Clear Creek. We do need more fire hydrants. As a board member and new volunteer firefighter, I went around clearing snow on fire hydrants and could not believe how far apart they are. Per Rod Twain resident, if you consolidate you lose control over your water system, what is the source of that water going to be? If we join with them, we are dependent on their choosing the source. Option 1 seems to be the best option all the way around for us. Per Cathy we have looked at Option 1 and scaling it back. Could we make it more affordable so the State would still say yes? JD has done an excellent report on ways that we can scale it back. Per Cathy, we would like to have Tom Warnock of PACE engineering come to our next board meeting. Per Rod Twain, the majority of the board and residents would prefer Alternative 1. But we need to get together at some time and get a consensus and move forward with that. Per Cathy, the State is saying lets consolidate but we can't just say we don't want too. We need to come up with compelling reasons why we don't want too. Why it's not in our best interest. I would advise all people to be thinking of pros and cons. Per Mr. Twain, control and costs are two. Per Cathy, Westwood needs to do the same

thing. Westwood is worried about taking care of their own. If we are going to fight for ourselves, we need compelling reasons. Per Rod Twain, the State wants cheaper that is their compelling reason, less cost, simplified system like consolidation. That does not necessarily work in the best interests of the communities involved. Per Burt, we need all the input we can get from the residents. We are not doing this for ourselves; we are doing this for Clear Creek and the residents. The more input we get from the residents the better. Or we can do nothing which would put us at status quo.

2. We need to start thinking about a Special District Website; it becomes mandatory on January 2020. Per Cathy, CSDA has recommended a website service, Streamline. They are a company who specializes in Service District websites. They are already in full compliance with the law, ADA compliant. We would have a legitimate website. Streamline has a free webinar available. There is a grant available where the first 15 months of the website would be funded, we will apply for it. The other thing Cathy would like to point out is, we are all using our personal emails now if we want to communicate. We should have an email associated with our roles on the Board. This is an excellent time for the board to get private emails for board business only. Cathy to pursue options.
3. Ethics training AB1234 is available on a webinar for free. It is required every two years for board members and employees.
4. Regarding our yearly audit, Carol Curry CPA is no longer doing this for us. We are having a hard time trying to find someone willing to do it. Nicolette reached out to Stephanie Hranac in the Auditors office to see if she could recommend someone. She said Robert Johnson is the only person she knows who performs audits in our area, he is expensive but she thinks he does a fine job. Robert Johnson, quoted a charge for Clear Creek of 4500.00 for both water and fire, monies are budgeted.


ACTION ITEMS:

1. Vote/approve new President/Chair, motion was made by Burt Cooper for Cathy Hunter to be President/Chair, seconded by Judy Cooper, all in favor, motion carried. Cathy had a couple comments, she would like to use the term Board Chair, everyone agreed. She also recommended a Vice Chair. Per Rod Twain, would the Vice Chair be authorized to sign things, per Cathy, yes for that meeting. Jessica Greene made a motion for Burt Cooper to be Vice Chair, seconded by Judy Cooper, all in favor, motion carried.

MATTERS INITIATED BY THE BOARD:

Per Judy Cooper, we need a fifth person, with Wayne Lewis not coming tonight we have a vacancy available, need to file it with the County Clerk. We will post a vacancy for a minimum of 15 days, take applications and interview. Cathy received questions from other boards and would be happy to create a document from that, that we could use for our interview questions. We can have a Special Meeting or this can be done at our regular meeting next month, we will see. Burt Cooper wanted to know where we are in the grant process for the trees. Per Nicolette, Tom Esgate is on vacation and we should know something after the middle of December. Per Cathy, we have a really old document out there to update our Bylaws and she would like to put on it on hold, we can do this at a later date. It might be a good idea to have a committee for the water grant. We can put on next month's Agenda.

THE REGULAR MEETING OF DECEMBER 06, 2018 WAS ADJOURNED AT 7:13 P.M. THE NEXT REGULAR MEETING SCHEDULED WILL BE ON JANUARY 03, 2019 @ 6:00 P.M. AT THE FIRE HOUSE DOWNSTAIRS.



Cathy Hunter / Chair



Nicolette Moroney / Secretary