

CLEAR CREEK COMMUNITY SERVICES DISTRICT  
REGULAR MEETING MINUTES  
NOVEMBER 2, 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 present, Nancy Presser & Julie Raymond absent

Pledge of Allegiance led by Rod Twain

Others present: Nicolette Moroney Sec/Treas, Ross Kassebaum Fire Chief, Steve Sader Water Maint/Dist Operator & Bill Jacks with Terra Fuego

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: Bill Jacks with Terra Fuego stopped by to say they are partnering with the Lassen Fire Safe Council. He will speak to Cade Mohler on our behalf regarding grants and prescribed burns and get back to us.

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of October 5, 2023 was made by Cathy Hunter, seconded by Jim Christopherson all in favor, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

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

DELINQUENTS: 23 also sent out 5 shutoff notices for nonpayment

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 September 30, 2023 balance \$22,353.01 (October 2023 deposits \$904.03) (October 2023 expenditures \$2,375.48) October 31, 2023 balance \$20,881.56

Water Department September 30, 2023 balance \$130,553.67 (October 2023 deposits \$3,876.66) (October 2023 expenditures \$4,888.35) October 31, 2023 balance \$129,541.98

Plumas Bank savings acct \$ 66,968.78 and checking acct \$10,190.90

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

WATER DEPARTMENT REPORT:

Steve Sader reported water usage for October was 947,450 gallons, down from last year of nearly 1.6 million gallons. The spring height is holding at 19". Took pump #1 out of service due to the bearings and a wobble. Steve's Pumps came out and did a physical on the system and took lots of pics. They should get back to us next week with a price to fix pump #1. Springhouse all good, finished putting sheet metal on the siding. Poles up on fire hydrants & flushed hydrants with the fire chief. Fixed the hole on the roof where the generator exhaust used to be. Repaired the leak on Rainbow, different from the one last month, doesn't look like the leak on Spring Creek Dr. will get repaired until spring.

FIRE DEPARTMENT REPORT:

Chief Kassebaum reported there were 2 calls in October, 1 medical & 1 structure fire in Westwood (we were not able to respond due to the lack of personnel). Will be taking engine 1122 to Diamond Auto & Truck in Susanville to get a second opinion on its condition. Forest with Westwood Fire uses them. OES reported they do not have a loaner to loan us right now. ISO sent our report from 2021, now can log into their system. Going to Sierra Electronics next week to investigate radios and pagers. Will be joining Firenet Lassen Board, all about communications in the county, mostly emergencies. Made an appointment with Susanville Dispatch to check it out.

INFORMATION / DISCUSSION ITEMS:

1. Water System Improvements Project update – DFA will be moving funding of the Clear Creek project to DFA's new Expedited Funding Program. At the last call on 9/12/23, we tentatively decided on a date of 3/1/24 to transfer the consultant charges over from the Sac State Work Plan to the DFA Expedited Funding Program Agreement. Still waiting on UEI who said the draft Agreement for the work now until 3/1/24 would be ready by early next week.
2. Water rates increase on January 1, 2024. The notice went in Nov/Dec billing.
3. Special Fire Tax – The special tax of \$100 per parcel has not been increased in over 20+ years. The Board is interested in moving forward on a possible increase in the future.
4. Review Job Descriptions – Made some changes and corrections will bring drafts to approve next month.
5. Regarding the roll-up door that needs repair due to someone hitting it, we will ask the county to pay for repairs.

ACTION ITEMS: None

MATTERS INITIATED BY THE BOARD:

The regular meeting of November 2, 2023 was adjourned at 7:20 pm. The next regular scheduled monthly Board meeting will be Thursday, December 7, 2023 at 6:00 pm at the Firehouse downstairs.



Rod Twain / Chair



Nicolette Moroney / Secretary