

CLEAR CREEK COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
MARCH 07, 2019 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, Jessica Greene, Judy Cooper & Rod Twain; Burt Cooper absent.

Others present: Nicolette Moroney Secretary/Treasurer, John Hunter Fire Chief, JD Hackett Water Manager, Dave Dean resident, Susan Cort-Johnson newspaper reporter, Robert Slater resident, Lloyd Williams resident.

APPROVAL OF AGENDA:

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

BUSINESS FROM THE FLOOR: None

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of February 07, 2019 made by Judy Cooper, seconded by Jessica Greene, all in favor, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve February 2019 invoices & March 2019 payroll made by Jessica Greene, seconded by Judy Cooper, all in favor, motion carried.

DELINQUENTS: 14

FINANCIAL REPORT:

Fire Department Jan 31, 2019 balance \$53,092.40 (Feb 2019 deposits \$0) (Feb 2019 expenditures \$2,226.20)
Feb 28, 2019 balance \$50,866.20

Water Department Jan 31, 2019 balance \$78,772.17 (Feb 2019 deposits \$1,924.51) (Feb 2019 expenditures \$6,225.07)
Feb 28, 2019 balance \$74,471.61

Frontier bill went up from approximately \$205.00 to \$428.00. We are no longer under contract but was able to obtain a new contract without internet service at the firehouse, the bill will be reduced by at least 175.00. We will have to pay this invoice and should see the new amount reflected on next month's bill. Motion to approve February Financials made by Rod Twain, seconded by Judy Cooper, all in favor, motion carried.

WATER DEPARTMENT REPORT:

JD reported water samples were good for February. Dug out and cleared fire hydrants periodically during the month along with Chief, Nicki, Gary, Robert and Burt keeping the firehouse clear. Inspected general location of 95 % of the water boxes, all currently buried by snow but have stakes or markers in street. Reset water box markers as needed, aired up the pressure tank as needed, exercised back up pump once a week and checked all valve markers. I topped off diesel in generator as well as 2 times a day during electrical outage. Shut down our valve to customer due to break under house. Usage for the month was 98,000 gallons...highest February usage since 2011. Usage is a little above normal this time of year because we have people that were burned out from the Paradise fire, living here full time for now.

Rod Twain asked if and when we get the meters would it help in finding leaks, JD replied it would.

FIRE DEPARTMENT REPORT:

Thanked everyone for helping move snow, Nicki, Gary, Burt, JD and Rob, been clearing hydrants for days now. We only had 2 drills this last month usually we have 4 a month, canceled a couple due to weather. We've had 3 calls since our last meeting, in Clear Creek, exceeds our monthly average. We had 2 medical calls and 1 mutual aid fire call in Westwood. On February 27 attended the Chiefs meeting in Susanville. We seem to have issues with our pagers, asked the volunteers to document when they get calls and when they don't. He will take the information to the Chiefs meeting.

DISCUSSION ITEMS:

1. We received our 2018 Firewise USA Certificate of Renewal; will post on the bulletin board by the firehouse.
2. Regarding the Bylaws, Cathy wanted any input from Rod or Jessica. Jessica wanted to know who the comments were from on the side. Cathy let her know that the Bylaws went to Bob Burns, County Counsel for review and those were his comments. Mr. Burns has invited the committee to meet with him for further review of the Bylaws. The committee will continue to work on the Bylaws.

ACTION ITEMS:

1. Regarding approving the transfer (reallocation) of funds to balance the current budget, Cathy went over the paperwork educating the rest how to look at the the current Budget Status from the County website and the different categories. The one category of Maintenance-Equipment is at 152% per Nicki because they were not reimbursed for the dumpsters from the Green Waste Event last year. Not sure why, all paperwork was submitted to the Lassen County Fire Safe Council. Cathy suggested they invite the Water Manager and Fire Chief to the next budget meeting for their input. Cathy Hunter made a motion to approve the recommendations the General Manager has brought to the board to reallocate the categorical spending in our Water budget, seconded by Judy Cooper, all in favor, motion carried. Cathy Hunter made a motion to approve the reallocation of funds on the Fire side of the budget as the General Manager has recommended, seconded by Judy Cooper, all in favor, motion carried. Per Cathy, we will probably do this one more time before fiscal year end.
2. Approve the "Statement of the Board" regarding consolidation, motion was made by Jessica Greene to approve the Statement of the Board, seconded by Rod Twain, all in favor, motion carried.
3. Chief Hunter wanted permission to spend the money allocated in the clothing category of the Fire budget for new turnouts. Per Chief, Federal guidelines are every 10 years to replace fire gear; we are way out of compliance. He will also come back later before the end of the budget year to ask to allocate more funds for turnout gear. Motion made by Rod Twain to approve spending the funds, seconded by Judy Cooper, all in favor, motion carried.
4. Per Cathy, the spending limit was reduced 2 years ago. Right now, the spending limit for the Water Manager is \$100.00, the Chief is \$100.00 & General Manager is \$300.00. The last 2 years has demonstrated to us that current spending limits are inadequate. Cathy suggested changing them to \$500.00 for the Water Manager, \$500.00 for the Fire Chief and \$1,000.00 for the General Manager; she is looking for any input from the other board members. Board agreed, motion made by Judy Cooper to approve the increase of these amounts, seconded by Rod Twain, all in favor, motion carried.

MATTERS INITIATED BY THE BOARD: None

THE REGULAR MEETING OF MARCH 07, 2019 WAS ADJOURNED AT 7:03 P.M. THE NEXT REGULAR MEETING SCHEDULED WILL BE ON APRIL 04, 2019 @ 6:00 P.M. AT THE FIRE HOUSE DOWNSTAIRS.



Cathy Hunter / Chair



Nicolette Moroney / Secretary