

CLEAR CREEK COMMUNITY SERVICES DISTRICT  
REGULAR MEETING MINUTES  
SEPTEMBER 05, 2019 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

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

Others present: Nicolette Moroney Secretary/Treasurer, John Hunter Fire Chief, JD Hackett Water Manager, Barbara & Ed Thiel residents, Susan Miller resident, Julie Raymond resident, Anne Kassbaum resident & Susan Cort-Johnson newspaper reporter.

APPROVAL OF AGENDA:

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

BUSINESS FROM THE FLOOR: Susan Miller stated that the minutes of August 01, 2019 said the Clear Creek Community Services District website is for water & fire only but on the website there is a bear sitting in the notices section, Nicolette Moroney to remove.

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of August 01, 2019 made by Rod Twain, seconded by Judy Cooper, all in favor, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve August 2019 invoices & September 2019 payroll made by Burt Cooper, seconded by Judy Cooper, all in favor, motion carried.

DELINQUENTS: 1 shutoff, 4 paying

FINANCIAL REPORT:

Fire Department July 31, 2019 balance \$44,968.05(August 2019 deposits \$3,240.00) (August 2019 expenditures \$2,346.44) August 31, 2019 balance \$45,861.61

Water Department July 31, 2019 balance \$81,649.53 (August 2019 deposits \$2,981.92) (August 2019 expenditures \$4,222.84) August 31, 2019 balance \$80,408.61

WATER DEPARTMENT REPORT:

Report is for July and August 2019. Water samples for both July and August were good. Usage for July was 4,418,000 gallons. Redesigned and installed new lines and valves for pump seal lubrication lines in pump room. Attended a brief conference with Pace and State over the phone while working at Hamilton Branch with HBSCDS permission. They are scheduling this during the same day I am always taking our monthly water samples for each month. I asked the State to change days of conference, was no response. Cleaned up around firehouse and took out trash cleaned the bathroom. Refilled the chlorine cistern both months of July and August. Had to bring chlorine over from Hamilton Branch down from our spring house a mile and a half up the dirt road for Clear Creek. Checked and tightened both thrust bearings in pump 1 and 2 as to prevent break downs. Out doing shut downs for non-payment, was able to assist customers to pay water bill so as to not be shut down, ended up shutting only one customer down, turned connection back on after payment. Sometimes boxes are full of dirt from gophers etc. Assisted a customer with valve issue. Took perchlorate, nitrate and MBA foaming agent samples. That finished all our chemical monitoring for 2019. Monitoring tree company during month to insure water mains were safe. Repaired base seal on lead pump number 2. Got into the creek near intake to install detection clamp on transmission line to get a better signal to dig up transmission line. Put sound on transmission line to dig up transmission line to put better sound on new site...digging another hole



near spring. Worked with Burt Cooper to dig up meter so that customer can get water, continued into August... Topped off Diesel generator and topped off coolant and checked oil level. All set for outage August 5<sup>th</sup> and 6<sup>th</sup>. Also ordered more diesel to top off 55 gallon barrel for back up. Repaired leaking exhaust line on the pump seal lubrication lines pump room. Designed and lifted 2 water services that included disintegrating parts and valves. Included a water meter that was improperly installed and had to be reinstalled correctly when lifted. Included 2 new valves and converting valves to secondary valves to as to not have to shut down the street to do installation. Greased upper and lower bearings on lead pump number 2. Also getting time caught up on pump 2 versus pump 1. Pump 1 has 9 years on it as lead pump. Pump 2 has been lead pump since 2015. That gives pump 2 lead pump usage now for 4 years versus 9 on pump 1. Will make pump 1 lead pump again once both pumps are even on usage. Back up pump will start during heavy usage i.e. fires or tankers loading off hydrants. Repaired lateral isolation valve that was leaking by tightening packing nut on valve, this stopped the leak completely. Met with representative Eco Green solution for possible upgrades is making presentation Thursday. Working with Suez Tanks and local welder with estimates to renew pressure tank in case we do not get the grant so that we may have a reconditioned tank. Estimates are at no cost to district. Trouble shot interesting dynamics happening in pump room. It appears we hit record usage during month of 222,000 gallons in one day. Heavy usage was pulling the check valve forward on back up 1 and causing a slight thump. As usage is slowing down sound is returning to normal. Quoting Occam's razor...with all things being equal the simplest solution is usually the solution or explanation thereof of the situation or possible mechanical problem, etc. etc... No fix needed at this time. Gallons used for August was 4,876,00.

Rod Twain wanted Susan Cort-Johnson to know the newspaper has the wrong time for this meeting has it for 7:00 pm not 6:00 pm.

Cathy Hunter had a question; JD you said the pumps were good for 10-20 years and we are at 13 years now. Per JD yes, that is what Tom with PACE had said.

#### FIRE DEPARTMENT REPORT:

John Hunter reported it was a quiet month only 1 medical call. We didn't get toned out for any fires but I did get an email from a resident about a possible illegal burn on Rainbow Dr. If you suspect something please call 911, I do not always check my emails. We had 4 regular drills. We are getting new rollup doors (thank you Burt Cooper) on 9/11 and should be a 2 day process. After the Fire Chiefs meeting last month working on a grant, a county wide grant to replace all radios within the county. This will be for handhelds & trucks, and only have to come up with 10% matching funds. On 9/11 will start the test on the siren between 4-5pm.

#### DISCUSSION ITEMS:

1. Representative Jay Langer – He is with Eco Green Solutions partners with PG&E. Basic overview is, the program started about 8 years ago and PG&E picking it up 6 years ago. How the on-bill financing works is your project is paid for by the energy savings. It is paid for over a period of months and depends on your energy usage. The money saved will be applied to the loan and you will see this on your monthly bill. It is a fixed rate, it will never vary and there is no balloon payment. You have up to 10 years on the program to pay it off. We do this for pumps & motors we can add a VFD (variable-frequency drive). Their engineers will calculate how hard the motor is working and calculate if it can work at 50% doing the same job. What the VFD will do is regulate and turn down the motor so it's running at the 50%, therefore saving your motor's life and will last a lot longer. We will come and do an energy survey (which is completely free) and come back to you with an audit. At the same time we are submitting that audit to a 3<sup>rd</sup> party engineering company that Eco pays for, they look at the calculations and submit to PG&E. PG&E comes back with an approval of a project, at that point you sign or not, and have up to 6 months to decide. Per Cathy Hunter to sum it up, as she understands this the proposal is a loan, the cost savings pay back the loan and the length of the loan is determined by the project cost. Per Jay Langer it also depends on what you are paying for kilowatt hours and baseline it over a 24 month period of time. Cathy wanted to know if you would repair the pumps or replace them or new pump. Per Jay it depends, they will look adding a VFD application to the pump and an energy efficient pump. You might want to look at the VFD application to work alongside with the water grant. The board needs to give permission for them to perform the audit, per Cathy they will add as an action item for next month.



2. PG&E \$10,000 donation & thank you letter – Per Nicolette she suggested the board write a thank you letter to PG&E. Rod Twain will draft a thank you letter for the board. Per Nicolette part of receiving the donation/grant is distributing valuable emergency preparedness and safety information to residents in high wildfire threat communities. Rod Twain recommended using these funds first and the money raised used to finish the project and any excess put into an account for future capital improvements.
3. Updating District Material – Per Cathy we have the Rules, Rates and Regulations, Job Descriptions, Employment Policy and Handbook to update. We will wait until after the rate increase discussions.
4. Updating a letter to residents regarding shutoff valves – Per Cathy the letter that was in our packet needs a lot of corrections. She has made some edits and suggests the rest of the board make edits and email to GM. Then we need to send a letter out to customers. JD to help with the letter.
5. Tree grant – Per Nicolette, the contractors are done for now. They completed 26 parcels and there are 6 more that are not complete. We are waiting on funds from the PG&E grant and as soon as we get them they will be back for more tree removals. Later this month the Calfire grants should open up and we will apply again for more money to complete the project. Burt wanted to know if we know how many trees were cut, Nicolette does not but will get that information. Cathy wanted to clarify the PG&E grant funds comes from the Fire Safe Council. Rod wanted to know if the firebreak was still funded, Nicolette replied it was and they will start on it in the fall doing mastication. Anne Kassbaum wanted to know what the process was for tree removal, at first it was 1<sup>st</sup> come 1<sup>st</sup> served. Per Nicolette, Tom Esgate suggested this and also said to utilize the funds efficiently to start on the west side of Clear Creek Drive and use the 26 acre parcel to drop trees. The contractor said it didn't make sense to do 1<sup>st</sup> come 1<sup>st</sup> served it would cost too much they wanted to do all of Clear Creek Drive to save money. There are still properties on Clear Creek Drive that have not been done.
6. Siren Tower - Judy wanted to know if we are going to use the original tower & siren; per John we have an estimate to restore the existing tower. It is for a structure that will be 4 feet shorter. Per Cathy the reasons to shorten it, are costs and safety. John believes it will work. We need another bid and have someone coming next week to bid on it also.

#### ACTION ITEMS:

1. Appoint a Committee for Water Rates Research – Cathy does not want to be on the committee because she & Judy were on the last committee regarding Bylaws, and suggests Judy not be on it also. Burt Cooper volunteered to be on the committee and John Hunter said if the board needs a community member he would be on it as that not as an employee. Cathy suggested Rod Twain who has already done some research on this. Nicolette said she would write the draft letter if Rod would be on the committee. Mr. Twain said he will contribute but doesn't want to do the whole thing. Per Cathy there will be lots of research. Per Mr. Twain if he gets to read what he has written there is no opportunity to not raise rates. It has to happen and it has to happen yesterday. Cathy Hunter asked the Board to appoint Burt Cooper and Rod Twain as the committee. She asked for a vote and all were in favor, motion carried.

**MATTERS INITIATED BY THE BOARD:** Rod Twain wanted to read his thoughts on the report he read. It took him about 3 days to go through it, examined every diagram and picture. John Hunter wanted him to clarify which report; Mr. Twain stated it was the Engineering Report for the Clear Creek Community Services District Water System Improvement Project. We could have a catastrophic failure anytime soon and have no ability to keep the system going. We need to make sure it is a workable viable system. Susan Miller wanted to know if there is a Capitol Improvement Fund, yes there is per Nicolette. Cathy wanted to know how the public can view this report, Nicolette to put on the website. Susan Cort-Johnson wanted a copy of the report, Nicolette to email her the report. Susan Miller wanted to know if the money in savings is reflected in the financial reports, Cathy suggested she go to the financials through the Auditors Office on the internet, you can get to it by going onto our website.



His Engineering Report thoughts are:


9/5/19

#### ENGINEERING REPORT THOUGHTS

- 1) The Clear Creek water system was built in 1957 and had a design life of 40 years. It has been in use for 62 years. pg40
- 2) Our water continues to test OK at the source and the contamination events we have encountered in the past are due to the deterioration of the delivery system. System is also undersized and failure prone. Pg15,pg18
- 3) The cistern at the pump house and the fire house septic system are illegally close together. pg19
- 4) The new system has several components that need to be replaced in 10 years and we need to budget for their replacement. We need to raise \$2621 per year to do so. The rest of the system is good for 30 years. We need to raise water rates to cover this expense. pg51
- 5) The owner of the land we need for our emergency water tank construction has agreed to sell it. Where are we concerning this purchase? Property is located at the south west intersection of 3<sup>rd</sup> street and the Old Ole Dam road.
- 6) If this system is built it could improve our community fire protection as well as hold down home owners insurance costs and raise property values.
- 7) Trade war tariffs during 2018 have increased raw material costs by 14% and general inflation increases cost by 3% a year. pg51
- 8) Under current water rights Westwood can't legally service our district even if they wated to. pg24
- 9) The district needs to set up a capital fund for parts and pipe replacement over the next 40 years. pg42
- 10) Hydrophonic tank is old and could fail and is of insufficient size. Coatings of tank inside and out are in need of a redo. pg20
- 11) Project is expected to take 2 to 3 years to complete. pg52
- 12) New system will give us new and an adequate # of hydrants(dry) as well as greater water flow capacity. pg12
- 13) System will include meters even if we don't use them.
- 14) Cost of water increase to cover costs of item #4 based on 166 connections would be \$1.32 per connection, per month.
- 15) PGE grant funds should be first used for siren Tower retrofit as other excess funds, if any, could be used to start a capital fund for repairs and unexpected expenses.



THE REGULAR MEETING OF SEPTEMBER 05, 2019 WAS ADJOURNED AT 7:34 P.M. THE NEXT REGULAR MEETING SCHEDULED WILL BE ON OCTOBER 03, 2019 @ 6:00 P.M. AT THE FIRE HOUSE DOWNSTAIRS.

  
CATHY HUNTER/CHAIR

  
NICOLETTE MORONEY/SECRETARY