

CLEAR CREEK COMMUNITY SERVICES DISTRICT
REGULAR MEETING MINUTES
MAY 07, 2020 6:00 P.M.
(530)256-3096

Cathy Hunter called the regular meeting to order at 6:00 p.m. 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: Cathy Hunter, Rod Twain, Burt Cooper, Jessica Greene & Judy Cooper all present.

Others present: Nicolette Moroney Secretary/Treasurer, JD Hackett Water Manager & John Hunter Fire Chief, Chris Norton Northern California Public Affairs Field Coordinator with CSDA & Susan Miller resident.

APPROVAL OF AGENDA:

Motion to approve the agenda was made by Cathy Hunter, seconded by Burt Cooper, all in favor by roll call, motion carried.

BUSINESS FROM THE FLOOR: Chris Norton with the CSDA (California Special District Association) called in to give an update. The CSDA is trying to keep Districts informed with everything going on; financial and economic issues. All members of the Board thanked Chris for his input. There was no other business.

APPROVAL OF REGULAR MEETING MINUTES:

Motion to approve the regular minutes of April 02, 2020 was made by Burt Cooper, seconded by Rod Twain, all in favor by roll call, motion carried.

Motion to approve the special minutes of April 30, 2020 was made by Cathy Hunter, seconded by Rod Twain, all in favor by roll call, motion carried.

MOTION TO PAY INVOICES AND PAYROLL:

Motion to approve April 2020 invoices & May 2020 payroll was made by Burt Cooper, seconded by Judy Cooper, all in favor by roll call, motion carried.

DELINQUENTS: 14

FINANCIAL REPORT:

Fire Department March 31, 2020 balance \$55,087.33 (April 2020 deposits \$15,710.24) (April 2020 expenditures \$9,123.07) April 30, 2020 balance \$61,674.50

Water Department March 31, 2020 balance \$87,927.43 (April 2020 deposits \$2,225.60) (April 2020 expenditures \$6,550.39) April 30, 2020 balance \$83,602.64

Reviewed & motion to approve financials was made by roll call, all in favor, motion carried.

WATER DEPARTMENT REPORT:

Per JD bacteriological water samples were good for the month of April. JD addressed the CCR's; he has different sites for different water samples. The lead & cooper has a 2018 date because we test every three years. If other tests have an older date it's because we are not scheduled to take those tests yet. We are on schedule to do all required State testing. He handed out notices for the temporary shutdown for the Firehouse repair. He was able to use his half horse power back-up pump he built that ran off the 6.5 kilowatt generator during that time. Went out to springs and the intake was 14 inches deep and the temperature was 36 degrees. During the month checked the oil, coolant level and battery connectors on the generator. Recently the block heater failed in the generator, called Amerigen to come out and replace it for cooler weather. Worked with electricians during the month and assisting where needed, they did a beautiful job with the firehouse. Picking up valve markers and hydrant markers, also picking up water box stakes that are in customer's way for the season so they can mow their lawns. Turned on the water for the park, started exercising main isolation valves. Tightened the lubrication pump seal lines during the month. Assisted customers in doing USA marks. Water usage for the month was 629,000 gallons.

FIRE DEPARTMENT REPORT:

Chief Hunter reported it was a busy month for the fire department with 1 TC (traffic accident) 3 fire calls; a woodpile in Clear Creek and two structure fires in Westwood. We replaced the battery on the AED and bought a new oxygen tank and regulator.

DISCUSSION ITEMS:

1. The budget review scheduled for Saturday, May 16 at 10:00 am is TBD.
2. The CCR water quality report was mailed out with the water bills. Per C. Hunter she received an email from a resident regarding the water test results we received with our water bills...could the tests be updated to more recent tests than 2014,16, & 18? JD addressed above.
3. Per the committee update on the Rates, Rules & Regulations, R. Twain was concerned that the report states there is a reporting requirement in the newspaper and currently there is no newspaper. Per C. Hunter as far as notifying the public we will still notify the newspaper that is now being published online. R. Twain remembers at a previous meeting there was someone with two properties and two connections and didn't want to have two connections, it states in the report if you have two properties and one connection you have to pay an additional fee if you are going to use the water connection. He was also concerned if we have any cross connections, per JD we do not have any cross connections because we don't have anyone with a well in our system using our water. When you have a well that has been abandoned or taken out of service it has to have a check valve that prevents cross connection. If someone did come into the system with a well we would require them to put a back flow device and tested yearly at their expense. Per C. Hunter she thinks it's a good document. She also has another comment from the same resident regarding the draft of the Rates, Rules & Regulations; on the bottom of the last page please consider **Note: If meters are installed board may set forth new rates. Per R. Twain we had tentatively agreed that once we got the grant and meters we would keep the current water process for a period of time (maybe two years) so we could determine what the new rates should be in order to meet our commitments. All were good with the document as is.
4. Green Waste is scheduled for June 3rd through the 6th. Per B. Cooper we'll do it like we did last year, to keep Clear Creek clean of a fire hazard. J. Greene wanted to know how many bins we will have, per N. Moroney there will be two 50-yard bins. Per B. Cooper if we have left over we will take it at a later open dump day on the 1st of the following month.
5. Reminder rates go up July 01, 2020 per the special meeting of April 30, 2020 as long as the "stay at home" order is lifted plus 30 days.

ACTION ITEMS:

1. Motion to approve the Mutual Aid Document with Westwood Fire was made by C. Hunter, seconded by B. Cooper, all in favor by roll call, motion carried. R. Twain wanted to know if we have a mutual aid document with Hamilton Branch, J. Hunter responded we do not, we all respond if necessary.
2. Motion to approve the Rates, Rules & Regulations Ordinance 10 was made by C. Hunter, seconded by B. Cooper, all in favor by roll call, motion carried.
3. Motion to approve Robert Johnson's audit proposal for year ending June 30, 2020 was made by C. Hunter, seconded by J. Cooper, all in favor by roll call, motion carried.

MATTERS INITIATED BY THE BOARD: B. Cooper wanted to know if the trees being cut above Clear Creek are part of our tree grant; N. Moroney said it was not it is part of SPI's Timber Harvest Plan. C. Hunter received a message from a resident to please report in the status of the fire siren installation. Fire season is here again, & still no warning system. Per C. Hunter she received a communication yesterday from a company that is doing the install with Lake Almanor; she expected a bid today but did not receive. He is also working with the Fire Chief and Water Manager. The Fire Association meeting was canceled last month due to Covid-19, we will be rescheduling the meeting and she anticipates having that information and making it an action item at that meeting.

The regular meeting of May 07, 2020 was adjourned at 6:41 pm. The next regular scheduled monthly Board meeting will be on June 04, 2020 at 6:00 pm at the Firehouse downstairs.


Cathy Hunter / Chair


Nicolette Moroney / Secretary