

SPALDING COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

MEETING AGENDA

February 16, 2024

3:00 PM

MEMBERS OF THE BOARD
TED THOMAS, BOARD CHAIR
ED LAWSON, BOARD VICE CHAIR
RANDY AUBREY, DIRECTOR
LARRY DOSS, DIRECTOR
VACANT, DIRECTOR



MEETING LOCATION

EAGLE LAKE COMMUNITY CENTER
502-907 MAHOGANY WAY, SUSANVILLE, CA 96130
530-825-3258

WELCOME TO THE SCSD BOARD MEETING - PLEASE SIGN IN

1. CALL TO ORDER

2. ROLL CALL

___ Ted Thomas ___ Randy Aubrey ___ Larry Doss
___ Ed Lawson ___ (Vacant)

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA

5. PUBLIC COMMENT - Members of the public may provide public comment on any item on the Board's agenda, or on any item that is within the subject matter jurisdiction of this Board. Public comments are limited to five (5) minutes (unless the Chairman of the Board grants a longer period of time). Comments by members of the public on an item that appears on the agenda will only be allowed during consideration of the item by the Board.

6. APPROVAL OF MINUTES

A. Submitted for approval are the minutes from the January 19, 2024 Board Meeting.

7. FIRE CHIEF REPORT TO BOARD

A. There were 3 calls in January: 1 medical call, 1 Auto Accident/Roll over, 1 Fire call-burning debris- given a warning

B. We had two 2.5 hour training sessions in January:
2.5 hr. Vehicle Lift Bag training/review, 2.5 hr. Vehicle maintenance

8. GENERAL MANAGER REPORT TO BOARD

A. District Financials

9. SEWER REPORT

See Attached Report

10. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

11. NEW BUSINESS

A. Resolution 2024-02: Board of Directors Meetings

B. Board Discussion – Marina Parking Lot for Camping, Amending Ordinance #4
Sections 4.01.050 and 4.01.080

12. CONTINUING BUSINESS

A. Board Discussion on Suggestions/Implementation of District Projects for Board
Members and the Development of Committees

13. ADJOURN

The Next Board Meeting will be on March 15, 2024

APPROVAL OF MINUTES

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
January 19, 2024

APPROVED BY DIRECTORS:

1. CALL TO ORDER: Larry Doss called the meeting to order at 3:00 pm.

<u>ROLL CALL</u>	<u>PRESENT</u>	<u>NOT PRESENT</u>
Mike Arnold	<u> X </u>	<u> </u> (via phone)
Larry Doss	<u> X </u>	<u> </u>
Randy Aubrey	<u> X </u>	<u> </u>
Ed Lawson	<u> X </u>	<u> </u>
Ted Thomas	<u> X </u>	<u> </u>

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was spoken

4. ELECTION OF OFFICERS

Ed Lawson nominated Ted Thomas as Chairman of the Board

Larry Doss second

Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

Mike Arnold nominated Ed Lawson as Vice Chairman

Larry Doss second

Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

5. APPROVAL OF THE AGENDA

Motion: Motion to approve the Agenda

First: Randy Aubrey moved to approve the agenda

Second: Larry Doss second

Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

6. CLOSED SESSION

Kari Graton was allowed the floor prior to the closed session and read the Ordinance regarding the responsibilities of the General Manager to the Board

The Board went into closed session pursuant to Government Code section 54957(b) consideration of the appointment, employment, and/or evaluation of performance. Title: General Manager at 3:30 p.m.

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
January 19, 2024

The Board returned from closed session at 3:47 pm and the Chairman stated that no decision regarding the appointment, employment, and/or evaluation of performance of the General Manager had been made.

A short break was called by the Chairman in order to get the phone system functioning. The meeting was resumed with Mike Arnold attending via phone at 3:50 pm.

7. PUBLIC COMMENT

- A. Kari Graton spoke about the time involved in the duties of the General Manager's position and emphasized the need for strategic planning and being proactive.
- B. Dan James talked about the open General Manager position and what he felt should be implemented.

8. APPROVAL OF MINUTES

- A. Submitted for approval were the minutes from the October 20, 2023 Board Meeting.
Motion: Approve the minutes from October 20, 2023 Board Meeting
First: Larry Doss moved to approve the October 20, 2023 Board Minutes
Second: Ed Lawson second
Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas
- B. Submitted for approval were the minutes from the December 15, 2023 Board Meeting.
Motion: Approve the minutes from December 15, 2023 Board Meeting
First: Larry Doss moved to approve the December 15, 2023 Board Minutes
Second: Ed Lawson second
Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas
- C. Submitted for approval are the minutes from January 8, 2024 Board Meeting
Motion: Approve the minutes from January 8, 2024 Board Meeting
First: Larry Doss moved to approve the January 8, 2024 Board Minutes
Second: Ted Thomas seconded
Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

9. FIRE CHIEF REPORT TO BOARD

- There were two medical calls in December;
- The new water tender is now in service;
- Eight volunteers are starting 1st Aid and CPR/AED Refresher training in February. The fire department is now going through the Red Cross for this training, and this will make the department authorized as a Red Cross Training Center;
- Sale of the old fire truck: The old fire truck was sold at auction for \$15,600.

10. GENERAL MANAGER REPORT TO BOARD

A. District Financials

- Marly provided answers to questions regarding payments to specific vendors from the Board

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
January 19, 2024

- Kari Graton questioned the Board regarding the Bond accounts. Sharon provided some background information regarding “repair and replace” accounts
- Barbara Willard questioned the Bond Administration Fees
- Dan James questioned having a list of O/M fee delinquencies

B. Resignation of District Office Manager/Opening Search for Replacement – Marly provided some information regarding the Office Manager’s resignation and opening a search for a replacement.

11. SEWER REPORT

David read his sewer report. There was some further discussion the current Sewer System Master Plan as the Districts “road map” for problems and training for staff.

12. BOARD MEMBER REPORTS / BOARD MEMBER COMMENTS

A. Ed Lawson provided Firewise Certificates to anyone who requested one.

B. Mike Arnold read a letter from the Board of Vocational Nursing & Psychiatric Technicians regarding a complaint filed against Shirley Spediacci. They found no unprofessional behavior exhibited and the case was closed. He also turned in his formal resignation as a Board Member to begin at the adjournment of the current meeting.

13. NEW BUSINESS

A. Consideration and Approval of First Amendment to Employment Agreement – General Manager.

Motion to Approval of First Amendment to Employment Agreement – General Manager.

First: Randy Aubrey moved to approve the first amendment to the GM’s employment agreement

Second: Larry Doss second

Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

B. Resolution 2024-01 Dump Truck as Surplus/Sell at Auction

Ted Thomas read Resolution 2024-01 Dump Truck as Surplus/Sell at Auction

Motion: Ed Lawson moved to approve Resolution 2024-01 to define the dump truck as surplus, remove it from inventory, and sell it at auction - as amended.

Second: Randy Aubrey second

Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

C. Board Discussion on Suggestions/Implementation of District Projects for Board Members and the Development of Committees. Ted Thomas said that due to the length of the meeting, he would be bringing this back to the February meeting for more further discussion among the Board, but mentioned that his first suggestion would be to develop a committee to begin the search for a new General Manager. There was also some discussion regarding developing a committee to begin work on strategic planning for the District.

SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
January 19, 2024

14. CONTINUING BUSINESS
No Continuing Business

14. ADJOURN

Motion: Motion to adjourn

First: Larry Doss moved to adjourn

Second: Randy Aubrey seconded

Roll Call: Approve: Mike Arnold, Randy Aubrey, Larry Doss, Ed Lawson, Ted Thomas

The meeting was adjourned at 5:15 pm

GENERAL MANAGER

12:50 PM

02/06/24

Spalding Community Services District
Reconciliation Summary
Sewer US Bank Account, Period Ending 01/31/2024

	<u>Jan 31, 24</u>
Beginning Balance	400,253.09
Cleared Transactions	
Checks and Payments - 33 items	-24,224.38
Deposits and Credits - 16 items	409,406.08
Total Cleared Transactions	<u>385,181.70</u>
Cleared Balance	<u><u>785,434.79</u></u>
Uncleared Transactions	
Checks and Payments - 6 items	-10,694.98
Deposits and Credits - 37 items	8,204.76
Total Uncleared Transactions	<u>-2,490.22</u>
Register Balance as of 01/31/2024	<u><u>782,944.57</u></u>
New Transactions	
Checks and Payments - 4 items	-3,738.55
Total New Transactions	<u>-3,738.55</u>
Ending Balance	<u><u>779,206.02</u></u>

Spalding Community Services District Reconciliation Detail Sewer US Bank Account, Period Ending 01/31/2024

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						400,253.09
Cleared Transactions						
Checks and Payments - 33 items						
Check	12/07/2023	187	ReppcoTech	X	-2,295.00	-2,295.00
Check	12/12/2023		IRS	X	-1,821.25	-4,116.25
Check	12/20/2023	197	Bob Williams	X	-250.00	-4,366.25
Check	12/21/2023	199	Diamond Saw Shop	X	-32.00	-4,398.25
Paycheck	01/05/2024	208		X	-1,561.93	-5,960.18
Paycheck	01/05/2024	212		X	-1,172.16	-7,132.34
Paycheck	01/05/2024	211		X	-816.25	-7,948.59
Paycheck	01/05/2024	210		X	-554.79	-8,503.38
Paycheck	01/05/2024	209		X	-458.76	-8,962.14
Check	01/08/2024		Verizon Wireless	X	-846.78	-9,808.92
Check	01/10/2024	220	US Bank Card 4296	X	-944.03	-10,752.95
Check	01/10/2024	214	LMUD	X	-894.88	-11,647.83
Check	01/10/2024	216	Mary Cheek CPA	X	-750.00	-12,397.83
Check	01/10/2024	213	Ed Staub & Sons	X	-122.75	-12,520.58
Check	01/10/2024	219	Current Electric & Al...	X	-99.00	-12,619.58
Check	01/10/2024	218	Susanville Ace Hard...	X	-11.90	-12,631.48
Check	01/10/2024	215	Forest Office Equip...	X	-9.56	-12,641.04
Check	01/12/2024		EDD	X	-197.02	-12,838.06
Check	01/16/2024		US Bank Card 0303	X	-3,341.92	-16,179.98
Check	01/16/2024		U.S. Bank	X	-18.75	-16,198.73
Check	01/17/2024	228	T's lockSMITH serice	X	-209.00	-16,407.73
Check	01/17/2024	129	Guardian	X	-106.53	-16,514.26
Check	01/17/2024	227	Streamline/Digital D...	X	-84.00	-16,598.26
Paycheck	01/19/2024	225		X	-1,387.74	-17,986.00
Paycheck	01/19/2024	221		X	-1,289.83	-19,275.83
Paycheck	01/19/2024	224		X	-851.22	-20,127.05
Paycheck	01/19/2024	223		X	-591.31	-20,718.36
Check	01/19/2024	230	Ed Staub & Sons	X	-436.29	-21,154.65
Paycheck	01/19/2024	222		X	-418.70	-21,573.35
Paycheck	01/30/2024	231		X	-1,271.12	-22,844.47
Paycheck	01/30/2024	234		X	-726.85	-23,571.32
Paycheck	01/30/2024	232		X	-382.43	-23,953.75
Check	01/30/2024	240	Forest Office Equip...	X	-270.63	-24,224.38
Total Checks and Payments					-24,224.38	-24,224.38
Deposits and Credits - 16 items						
Deposit	12/31/2023			X	49.96	49.96
Deposit	01/02/2024			X	4,851.60	4,901.56
Deposit	01/02/2024			X	6,761.17	11,662.73
Payment	01/04/2024	DP16...	Noxon, Timothy E/M...	X	156.00	11,818.73
Deposit	01/04/2024			X	6,643.65	18,462.38
Check	01/10/2024	217	VOID	X	0.00	18,462.38
General Journal	01/12/2024	GM20...		X	12.80	18,475.18
Deposit	01/13/2024			X	20,747.20	39,222.38
Deposit	01/16/2024			X	294.00	39,516.38
Deposit	01/16/2024			X	8,068.20	47,584.58
Deposit	01/17/2024		Refund	X	120.00	47,704.58
Deposit	01/17/2024			X	348,802.70	396,507.28
Deposit	01/19/2024			X	3,241.80	399,749.08
Deposit	01/25/2024			X	5,565.00	405,314.08
Deposit	01/30/2024			X	399.00	405,713.08
Deposit	01/30/2024			X	3,693.00	409,406.08
Total Deposits and Credits					409,406.08	409,406.08
Total Cleared Transactions					385,181.70	385,181.70
Cleared Balance					385,181.70	785,434.79



OF ALBANY COMMUNITY SERVICES DISTRICT
 GENERAL OPERATING ACCOUNT
 502-907 MAHOGANY WAY
 SUSANVILLE CA 96130-9237

Account Number:
 Statement Period:
 Jan 2, 2024
 through
 Jan 31, 2024
 Page 2 of 3



MUNICIPAL INVESTOR CHECKING

Member FDIC

Bank National Association

Account Number

Account Summary

Beginning Balance on Jan 2		\$	400,253.09	Interest Paid this Year	\$	49.96
Customer Deposits	5		18,949.42	Number of Days in Statement Period		31
Other Deposits	9		390,456.66			
Other Withdrawals	5		6,225.72-			
Checks Paid	28		17,998.66-			
Ending Balance on Jan 31, 2024		\$	785,434.79			

Customer Deposits

Number	Date	Ref Number	Amount
	Jan 2	8317127858	4,851.60
	Jan 2	8317127856	6,761.17
	Jan 5	9213820935	6,643.65
Total Customer Deposits			\$ 18,949.42

Other Deposits

Date	Description of Transaction	Ref Number	Amount
12	Consolidated Image Check	Deposit 2 Items 0000000000	\$ 20,963.40
16	Consolidated Image Check	Deposit 1 Items 0000000000	8,068.20
17	Electronic Deposit	From LASSEN CTY TREAS 2946002674ACH	348,802.70
19	Consolidated Image Check	Deposit 2 Items 0000000000	3,241.80
25	Consolidated Image Check	Deposit 1 Items 0000000000	5,637.60
30	Consolidated Image Check	Deposit 1 Items 0000000000	3,693.00
31	Interest Paid	3100003922	49.96
Total Other Deposits			\$ 390,456.66

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
8	Electronic Withdrawal	To ACHMA VISB 0000751800BILL PYMNT7749276	\$ 846.78-
12	Electronic Withdrawal	To EMPLOYMENT DEVEL 2282533055EDD EFTPMT272665184	197.02-
12	Electronic Withdrawal	To IRS 3387702000USATAXPYMT270441205255986	1,821.25-
16	Analysis Service Charge	1600000000	18.75-
16	Electronic Withdrawal	To CARDMEMBER SERV 5911111111WEB PYMT *****4296	3,341.92-
Total Other Withdrawals			\$ 6,225.72-

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
37	Jan 9	8315400703	2,295.00	0214	Jan 22	8015640382	894.88
97*	Jan 8	8017205989	250.00	0215	Jan 23	8314885917	9.56
99*	Jan 5	9213981756	32.00	0216	Jan 22	8014052834	750.00
08*	Jan 5	9214084315	1,561.93	0218*	Jan 22	8016013275	11.90
09	Jan 5	9214084296	458.76	0219	Jan 25	8913542196	99.00
10	Jan 5	9215028536	554.79	0220	Jan 22	8012737104	944.03
11	Jan 4	8915007820	816.25	0221	Jan 17	8614952134	1,289.83
12	Jan 5	9213873478	1,172.16	0222	Jan 17	8614952135	418.70
13	Jan 26	9213575509	122.75	0223	Jan 18	8914214590	591.31



STANFORD COMMUNITY SERVICES DISTRICT
 GENERAL OPERATING ACCOUNT
 502-907 MAHOGANY WAY
 SUSANVILLE CA 96130-9237

BUSINESS STATEMENT
 Account Number:
 Statement Period:
 Jan 2, 2024
 through
 Jan 31, 2024
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MUNICIPAL INVESTOR CHECKING (CONTINUED)

Member Bank National Association

Account Number

Checks Presented Conventionally (continued)

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
24	Jan 17	8615473805	851.22	0230	Jan 23	8314052291	436.29
25	Jan 19	9212482798	1,387.74	0231	Jan 30	8315246745	1,271.12
27*	Jan 24	8613987039	84.00	0232	Jan 30	8315246740	382.43
28	Jan 22	8015779057	209.00	0234*	Jan 30	8315401684	726.85
29	Jan 26	9212622670	106.53	0240*	Jan 31	8613594291	270.63

* Gap in check sequence

Conventional Checks Paid (28) \$ 17,998.66-

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
1 2	411,865.86	Jan 16	434,174.50	Jan 24	778,634.54
1 4	411,049.61	Jan 17	780,417.45	Jan 25	784,173.14
1 5	413,913.62	Jan 18	779,826.14	Jan 26	783,943.86
1 8	412,816.84	Jan 19	781,974.20	Jan 30	785,655.46
1 9	410,521.84	Jan 22	779,164.39	Jan 31	785,434.79
1 12	429,466.97	Jan 23	778,718.54		

Balances only appear for days reflecting change.

9:28 AM

02/06/24

Spalding Community Services District
Reconciliation Summary
Fire US Bank Account 1538, Period Ending 01/31/2024

	<u>Jan 31, 24</u>
Beginning Balance	113,567.55
Cleared Transactions	
Checks and Payments - 8 items	-3,115.59
Deposits and Credits - 3 items	15,620.03
Total Cleared Transactions	<u>12,504.44</u>
Cleared Balance	<u>126,071.99</u>
Register Balance as of 01/31/2024	126,071.99
Ending Balance	126,071.99



SPALDING COMMUNITY SERVICES DISTRICT
 FIRE DEPARTMENT
 502-907 MAHOGANY WAY
 SUSANVILLE CA 96130-9237

BUSINESS STATEMENT

Account Number:

Statement Period:

Jan 2, 2024

through

Jan 31, 2024

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MUNICIPAL INVESTOR CHECKING

Member FDIC

Bank National Association

Account Number

Account Summary

Beginning Balance on Jan 2		\$	113,567.55	Interest Paid this Year	\$	10.03
Customer Deposits	1		10.00	Number of Days in Statement Period		31
Other Deposits	2		15,610.03			
Other Withdrawals	2		137.13-			
Checks Paid	6		2,978.46-			
Ending Balance on Jan 31, 2024		\$	126,071.99			

Customer Deposits

Member	Date	Ref Number	Amount
	Jan 5	9213505976	10.00

Total Customer Deposits \$ **10.00**

Other Deposits

Date	Description of Transaction	Ref Number	Amount
1 19	Electronic Deposit	From 10L GOVDEALS	\$ 15,600.00
	REF=240180128846220N00	1522293687GDUSFSSACH52053	
1 31	Interest Paid	3100003319	10.03

Total Other Deposits \$ **15,610.03**

Other Withdrawals

Date	Description of Transaction	Ref Number	Amount
1 11	Electronic Withdrawal	To DELUXE BUS SYS.	\$ 100.95-
	REF=240100132097160Y00	1411877307BUS PRODS 15614864	
1 16	Analysis Service Charge	1600000000	36.18-

Total Other Withdrawals \$ **137.13-**

Checks Presented Conventionally

Check	Date	Ref Number	Amount	Check	Date	Ref Number	Amount
07	Jan 2	8318169453	817.59	1010	Jan 16	8316817124	46.06
08	Jan 25	8913638850	226.21	1011	Jan 23	8314052290	1,178.52
09	Jan 16	8317033726	556.91	1012	Jan 24	8612754146	153.17

Conventional Checks Paid (6) \$ **2,978.46-**

Balance Summary

Date	Ending Balance	Date	Ending Balance	Date	Ending Balance
1 2	112,749.96	Jan 16	112,019.86	Jan 24	126,288.17
1 5	112,759.96	Jan 19	127,619.86	Jan 25	126,061.96
1 11	112,659.01	Jan 23	126,441.34	Jan 31	126,071.99

Balances only appear for days reflecting change.

**Spalding Community Services District
Reconciliation Detail
Fire US Bank Account 1538, Period Ending 01/31/2024**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						113,567.55
Cleared Transactions						
Checks and Payments - 8 items						
Check	12/21/2023	1007	Susanville Ford	X	-817.59	-817.59
Check	01/09/2024	1008	Frank Muse	X	-226.21	-1,043.80
Check	01/10/2024	1009	UMPQUA Bank	X	-556.91	-1,600.71
Check	01/11/2024		U.S. Bank	X	-100.95	-1,701.66
Check	01/11/2024	1010	Ellen Stalling	X	-46.06	-1,747.72
Check	01/16/2024			X	-36.18	-1,783.90
Check	01/19/2024	1011	Ed Staub & Sons	X	-1,178.52	-2,962.42
Check	01/24/2024	1012	Scott Hagen	X	-153.17	-3,115.59
Total Checks and Payments					-3,115.59	-3,115.59
Deposits and Credits - 3 items						
Deposit	01/05/2024	32594...		X	10.00	10.00
Deposit	01/19/2024			X	15,600.00	15,610.00
Deposit	01/31/2024			X	10.03	15,620.03
Total Deposits and Credits					15,620.03	15,620.03
Total Cleared Transactions					12,504.44	12,504.44
Cleared Balance					12,504.44	126,071.99
Register Balance as of 01/31/2024					12,504.44	126,071.99
Ending Balance					12,504.44	126,071.99

9:30 AM

02/06/24

**Spalding Community Services District
Reconciliation Summary**

1.231 · 231 Recreation - Main Cash Acct, Period Ending 12/31/2023

	<u>Dec 31, 23</u>
Beginning Balance	2,446.93
Cleared Balance	2,446.93
Register Balance as of 12/31/2023	2,446.93
Ending Balance	2,446.93

SEWER REPORT



Sever- Recreation & Fire Protection

Spalding Community Services District

502-907 Mahogany Way Susanville, CA 96130 • (530) 825-3258

SEWER - MAINTENANCE

David Handy

9 February 2024

On Jan 17, 2024, I inspected an EDU (Equivalent Dwelling Unit) at 687-015 Hickory Way. I flushed the EDU at the EDU and from the owners' Septic tank until there was no more gurgling and good flow into the line in the street. I did research of Hickory Way in the As-builts. I received an email from SGS-SSAL (Singapore Government Securities – Silver State Analytical Laboratories) stating that I needed to resample the Wells for Fecal Coliform. They failed to meet the test time. I set up the earliest re-sample time for 6 February 2024.

On Jan 18, 2024, I discussed with JD the issue of the EDU. He helped me better understand the As-builts and stated that an Air/vacuum relief valve was needed at the EDU. I talked to Tiffany Barulich at the Water Board, she stated on Jan 6, 2024, she had received everything needed in reference to Decembers spill.

On Jan 22, 2024, I discovered that the Verizon internet that is used for our SCADA system had no internet connection. Called Verizon – no resolution.

On Jan 23, 2024, I received GEO-technical contact information from SUSP ENG. I emailed Dennis Longhofer, who has replaced Dan Lafontaine. I also emailed the 3 replacements for Mike Busse. No resolution with Verizon.

On Jan 24, 2024, Bob went with me on my 'Maintenance Wednesday'. Started training him on the basics. No resolution with Verizon.

On Jan 25, 2024, installed 'relief valve' at 687-015 Hickory Way's EDU. Tightened all 8 bolts on the 4 generators at the pump stations (4 bolts secure the generator to the concrete pad and 4 bolts secure it to the frame). Steve Repp completed updates on my laptop. No resolution with Verizon.

On Jan 30, 2024, I successfully submitted the 4th Quarterly Report and the 2023 Annual Report. I had a phone conversation with Chris Rizzo (CRWA) and will be setting up more correspondence to help with our sewer needs. No resolution with Verizon.

On Feb 5, 2024, I discussed the Verizon/SCADA issue with Jon Densmore (Aqua Sierra). He stated that I needed internet for him to be able to investigate the SCADA cradle points. No resolution with Verizon.

On Jan 31, 2024, I completed 'Maintenance Wednesday' with Bob. No resolution with Verizon.



Sewer- Recreation & Fire Protection

Spalding Community Services District

502-907 Mahogany Way Susanville, CA 96130 • (530) 825-3258

On Feb 6, 2024, I completed the well samples and transferred them to Kathy Tully (SGS). Discussed radio proposal with Jon Densmore (Aqua Sierra). No resolution with Verizon.

On Feb 7, 2024, I removed the snow blower from the tractor and Scott Hagen helped me install the bucket. Completed 'Maintenance Wednesday'. Notified Ed Staub to fill SCSD's propane tanks for the generator. No resolution with Verizon.

On Feb 9, 2024, I was able to get Verizon technical support on the phone with Jon Densmore (Aqua Sierra) to work together to identify the problem. The Verizon cradle point had internet the entire time, however it lost the static IP address. With the help of the Verizon technician, Jon was able to restore communication. However, he will have to re-input the programming for the SCADA system to function properly. The other 5 cradle points have no issues.

NEW BUSINESS

TO: The Board of Directors
SPALDING COMMUNITY SERVICES DISTRICT

FROM: Marlane Morse
GENERAL MANAGER

DATE: February 16, 2024

RE: Spalding Meetings of the Board

DISCUSSION:

Per District Ordinance #4, section 2.02.010 Meetings-Time and Place: The regular meetings of the District Board shall be held on the 2nd Wednesday of each and every month, commencing at the hour of 2:00 pm as otherwise provide in this section, at the Spalding Community Services District building.

If any regular meeting day falls upon a holiday, the regular meeting of the Board shall be continued until the next regularly scheduled meeting, which is not a holiday commencing at the same hour, in which event all hearings, applications, petitions, and other matters before the Board shall be deemed to be and are automatically continued to the same hour on such Wednesday which is not a holiday.

RECOMMENDATION: In consideration of Mike Arnolds resignation at the January Board meeting, I would like to recommend that the Board return to its originally ordained Ordinance which would make the meeting times more convenient for Directors, Staff, and Community Members who would like to have Fridays available for travel or other miscellaneous events – which generally do not happen on Wednesdays.

FINANCIAL CONSIDERATIONS: No financial considerations.

RESOLUTION 2024-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SPALDING COMMUNITY SERVICES DISTRICT CHANGING THE MEETING SCHEDULE AND RETURNING TO ORDINANCE #4 SECTION 2.02.012 MEETINGS – TIME AND PLACE.

WHEREAS, the Spalding Community District, as set by Resolution, has most recently held its Regular Board Meetings on the third Friday of each month at 3 p.m.; and

WHEREAS, the Board wants to return to the approved time and place as established in Ordinance #4;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Spalding Community Services District that Regular Board meetings will occur on the second Wednesday of each month at 2:00 p.m. at the Spalding Community Services District building as established by Ordinance #4, section 2.02.012 and rescinding any previously established Resolutions. This Resolution will take effect immediately upon its adoption.

APPROVED, PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Spalding Community Services District this 16th day of February, 2024 by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

APPROVED:

Ted Thomas, Chairman of the Board of Directors

ATTEST:

Marlane Morse, Secretary of the Board

TO: The Board of Directors
SPALDING COMMUNITY SERVICES DISTRICT

FROM: Marlane Morse
GENERAL MANAGER

DATE: February 16, 2024

RE: Marina Parking Lot for Camping

DISCUSSION:

Ordinance #4:

4.01.050 PARKING

... No parking shall be allowed overnight. All vehicles must be removed from the Marina Day Use Area by 11:59 PM each day (etc.)

4.01.080 NO CAMPING.

No camping shall be allowed on Recreation Area Property.

There has been a request to utilize the Spalding Marina parking lot for “dry camping” during a special event. In order to consider this, an amendment will need to be made to the above referenced ordinance.

RECOMMENDATION:

I am recommending that the Board amend the two sections of Ordinance #4 to say that the ordinance would allow camping and overnight parking for a special event with the submission of an “Agreement to Use Public Facilities” (or some such name) by the special event coordinator. The Agreement could include a fee for use, liability insurance, and complete responsibility for the care and oversight of the facility during the event (as examples), but would be created by District Council in order that the District would be legally covered. I expect the Agreement to come before the Board for review at the March meeting with the first reading of the amended ordinance.

FINANCIAL CONSIDERATIONS: Unknown.