

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
June 8, 2011**

APPROVED BY DIRECTORS:

Approved 7/13/11

MEETING PLACE: EAGLE LAKE COMMUNITY CENTER, SPALDING.

BOARD MEMBERS/STAFF PRESENT: JOHN MONTICELLI CHAIRPERSON,
LARRY DOSS, RANDALL AUBREY *ABSENT:* BILL KELLER
ALSO PRESENT CHRIS GALLAGHER, SEC/GENERAL MANAGER.

MEETING CALLED TO ORDER AT 2:00 PM by John Monticelli
PLEDGE OF ALLEGIANCE

FIRE CHIEF REPORT TO BOARD

John Rasnic – Fire Chief

For month of May 2011

1. Incidents:

1 incident, (medical)

2. Communications:

The new pagers and handy talkies have been programmed and assigned. The mobile radios (for the vehicles) will be installed shortly.

3. Firefighter Roster:

We currently have a roster of 14 Firefighters.

12 of these are year round residents.

2 are EMTs, 8 have training in CPR/Basic First Aid.

We have 8 Firefighters licensed to drive all our Vehicles to/from emergencies.

4. Status of Vehicles:

All vehicles are in service.

5. Upcoming Meetings:

Firefighter meetings are every Wednesday at 5:30.

We have been having good attendance for training meetings.

6. Training:

I completed my EMT class at Lassen College and will take the National Registry exam as soon as they schedule me.

7. Pancake breakfast:

Memorial Day pancake breakfast was a success, netting the Fire Dept approximately \$450.

8. ISO Rating:

Working to lower that rating. Waiting for a return call from ISO.

Conclusion:

Thank you for this opportunity to serve our community.

Boot for donations placed in front SCSD office

CONSENT CALENDAR

- a. Approval of June 8, 2011 Bills

(Payment of operating bills for the District which are approved expenditures in current budgets.)

b. Approval of Minutes, Reg. Mtg. 5/11/11, Special Mtg. 4/25/11.

Board Discussion Item a:

Salaries: NET						
		Admin-222	Fire-225	Sewer-227	Rec-231	
Chris: payperiod 5/16-5/31/11	\$882.57	\$882.57				\$882.57
Linda: payperiod 5/16-5/31/11	\$575.10	\$575.10				\$575.10
Virginia: payperiod 5/16-5/31/11	\$446.96	\$446.96				\$446.96
Ray: payperiod 5/16-5/31/11	\$1,337.18			\$1,337.18		\$1,337.18
Bubba: payperiod 5/16-5/31/11	\$323.34			\$323.34		\$323.34
Line Items:	Bill Total	Admin-222	Fire-225	Sewer-227	Rec-231	
Blue Shield of CA - Vision	\$59.10	\$59.10				\$59.10
Blue Shield of CA	\$1,105.85	\$1,105.85				
employee paid for dependents	\$634.40	\$634.40				\$1,740.25
Linda-May medical Savings	\$202.75	\$202.75				\$202.75
Michael Crawford	\$400.00			\$400.00		\$400.00
Ed Staub - unleaded	\$407.23		\$407.23			\$407.23
Ed Staub - Cardlock	\$109.95			\$109.95		\$109.95
JD Leroy	\$250.00			\$250.00		\$250.00
Feather Publishing	\$30.00	\$5.00	\$5.00	\$15.00	\$5.00	\$30.00
Frontier - ponds	\$441.49	\$441.49				\$441.49
Gallagher, Chris - court costs	\$150.00	\$150.00				\$150.00
Gallagher, Chris [May mileage]	\$100.00	\$100.00				\$100.00
Sparling Instruments	\$1,067.20			\$1,067.20		\$1,067.20
TRANSFERS:						
USDA						
Scheduled Payroll Taxes - thru May 2011 payroll						
		Admin-222	Fire-225	Sewer-227	Rec-231	
IRS Payroll Taxes						\$0.00
IRS - FUTA	WE ARE EXEMPT FROM THIS					\$0.00
EDD Payroll Taxes						\$0.00
EDD-UI/ETT 1st Qrt						\$0.00
District Benefits Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Salaries	\$3,565.15	\$1,904.63	\$0.00	\$1,660.52	\$0.00	\$3,565.15
Line Items	\$4,957.97	\$2,698.59	\$412.23	\$1,842.15	\$5.00	\$4,957.97
Total District Bills	\$8,523.12	\$4,603.22	\$412.23	\$3,502.67	\$5.00	\$8,523.12
above are mid-May bills paid						
Salaries: NET						
		Admin-222	Fire-225	Sewer-227	Rec-231	
Chris: payperiod 6/1- 15/11	\$882.57	\$882.57				\$882.57
Linda: payperiod 6/1- 15/11	\$575.11	\$575.11				\$575.11
Virginia: payperiod 6/1- 15/11	\$446.97	\$446.97				\$446.97
Ray: payperiod 6/1- 15/11	\$1,337.18			\$1,337.18		\$1,337.18
Bubba: payperiod 6/1- 15/11	\$356.60				\$356.60	\$356.60
Line Items:	Bill Total	Admin-222	Fire-225	Sewer-227	Rec-231	
Alpine Fire Service	\$474.38	\$87.50	\$351.88	\$35.00		\$474.38
Clark Pest Control	\$160.00	\$160.00				\$160.00
Jim Curtis	\$92.50				\$92.50	\$92.50
Ed Staub - Propane	\$361.62	\$361.62				\$361.62
Frontier - office phones	\$404.58	\$404.58				\$404.58
Grainger	\$243.88				\$243.88	\$243.88
LMUD	\$1,130.17	\$1,130.17				\$1,130.17
LRSWMA	\$15.00		\$15.00			\$15.00
Marlin Leasing	\$162.38		\$24.96	\$112.46	\$24.96	\$162.38
Sierra Environmental	\$603.00			\$603.00		\$603.00

Staples	\$209.70	\$209.70				\$209.70
U.S. Bank	\$2,695.25	\$480.70	\$1,535.90	\$678.65		\$2,695.25
U.S. Cellular	\$87.50	\$87.50				\$87.50
Waste Management	\$54.33			\$54.33		\$54.33
J.W. Wood	\$363.64		\$238.21	\$125.43		\$363.64
TRANSFERS:						
Fuel usage Apr 2011-diesel			(\$15.49)	\$15.49		\$0.00
% ALLOCATION FOR APR		(\$10,826.18)	\$1,628.42	\$7,636.72	\$1,561.04	\$0.00
Capital Outlay						
Scheduled Payroll Taxes - thru May 2011 payroll		Admin-222	Fire-225	Sewer-227	Rec-231	
IRS Payroll Taxes	\$1,347.14	\$659.45		\$687.69		\$1,347.14
IRS - FUTA	WE ARE EXEMPT FROM THIS					\$0.00
EDD Payroll Taxes	\$228.95	\$80.36		\$148.59		\$228.95
EDD-UI/ETT 2nd Qrt						\$0.00
District Benefits Totals	\$1,576.09	\$739.81	\$0.00	\$836.28	\$0.00	\$1,576.09
Salaries	\$3,598.43	\$1,904.65	\$0.00	\$1,337.18	\$356.60	\$3,598.43
Line Items	\$7,057.93	(\$7,904.41)	\$2,004.77	\$10,176.78	\$2,780.79	\$7,057.93
Total District Bills	\$12,232.45	(\$5,259.95)	\$2,004.77	\$12,350.24	\$3,137.39	\$12,232.45

Board Questions: Ace Hardware, Customer Talk, Name that Computer.

Larry Doss: **Motion to Accept June 8, 2011 Bills as Presented.**

Randall Aubrey: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

Board Discussion item b:

Randall Aubrey: **Motion to approve the Minutes for 5/11/11.**

Larry Doss: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

Randall Aubrey: **Motion to accept Minutes for 4/25/11.**

Larry Doss: **Seconds Motion.**

Board Polled: **John Monticelli-Yes, Randall Aubrey-Yes,
Larry Doss-Abstain.**

NEW BUSINESS

- a. **Accept Trina Marquis' resignation from the Board & begin recruitment for new Board Member.**
- b. **Adopt Resolution 2011-5 Prop 4 Limits.**
- c. **Approve Resolution 2011-6 for Federal Excess Property with CAL FIRE.**

Board Discussion item a:

Chris Gallagher: The Board and staff appreciate the hard work that Trina gave to the District during her tenure. We wish her well. We will now recruit for a new board member to fill the vacancy.

Larry Doss: **Motion to accept Trina Marquis' resignation.**

Randall Aubrey: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

Board Discussion Item b:

Chris Gallagher: Article 13B of the California Constitution establishes that the state and each local government shall be subject to an annual appropriation limit. The Auditor Controller of Lassen County has computed the appropriation limit for the fiscal year.

RESOLUTION NO. 2011-05

June 8, 2011

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SPALDING COMMUNITY SERVICES DISTRICT ESTABLISHING FISCAL YEAR 2011-2012
APPROPRIATION LIMIT UNDER ARTICLE XIII B OF THE CALIFORNIA CONSTITUTION,
AND ESTABLISHING PERIOD FOR CONTESTING SUCH LIMITS**

WHEREAS, Article XIII B of the California constitution provides that the State and each local government shall be subject to an annual appropriation limit as defined in that Article; and

WHEREAS, the percentage change in California Per Capita Income provides the greatest result rather than using the change in the Local Assessment roll from the preceding year due to the addition of non-residential new construction; and

WHEREAS, the Auditor-Controller of the County of Lassen has computed the appropriations limit for the fiscal year 2011-2012, and

WHEREAS, the Auditor-Controller of the County of Lassen has prepared the applicable Statements showing the calculation and such detailed statements are available for public review during reasonable hours and after reasonable notice in the Auditor-Controller's Office:

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Spalding Community Services District that:

The County of Lassen selects the percentage change in California Per Capita Income and the percentage change in the population of the contiguous counties methodology for use in calculating the appropriation limit for fiscal year 2011-2012; and

The appropriations limit for the Spalding Community Service District's Fire Department for fiscal year 2011-2012 is hereby established as \$98,400 and that such appropriations limit may be adjusted at a later date in accordance with Sections 3 and 11 of Article XIII B of the California constitution, and

The appropriations limit for the Spalding CSD for the fiscal year 2011-2012 may be adjusted at a later date in the event that revenues which are unanticipated, and classified as proceeds of taxes in accordance with Section 8 C of Article XIII B of the California Constitution, are received and appropriated, and Any judicial action or proceeding to attach, review, set aside, void or annul the appropriations limits established by this resolution shall be commenced within 45 days from the date of this resolution in accordance with Division 9 of the Government Code.

APPROVED, PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Spalding Community Services District this 8th day of June 2011 by the following vote:

AYES _____	Directors:	
NOES _____	John Monticelli	_____
Directors Absent _____	Randall Aubrey	_____
	Larry Doss	_____
	Bill Keller	_____

ATTEST: _____

Chris Gallagher, Secretary/General Manager

Larry Doss: **Motion to accept Resolution No 2011-5 Prop 4 Limits.**
Randall Aubrey: **Seconds Motion.**
Board Polled: **Unanimous vote-Yes.**

Board Discussion Item c:
Chris Gallagher: We previously had excess equipment supplied by US Forest Service loaned to SCSD for an extended period of time. Last year Cal Fire representative Doug Butler who manages the program placed all the items we had on surplus and are currently on an auction list. Because the items are still in our possession we are required to sign an agreement, allow the Fire chief to sign it and attach Resolution 2011-06 once approved.

Randall Aubrey: Do we have to be in this agreement in order to acquire surplus property again?

Chris Gallagher: More than likely yes. The only items on this list were the two white pick-up trucks and two generators. And I have been looking at their site and found an auction on July 13th that may have something we are interested in.

RESOLUTION NO. 2011-06
June 8, 2011

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SPALDING COMMUNITY SERVICES DISTRICT AUTHORIZING APPLICATION OF
FEDERAL EXCESS PERSONAL PROPERTY IN ACCORDANCE WITH TITLE IV, RURAL
DEVELOPMENT ACT OF 1972 (PL 92-419)**

WHEREAS, there is a need for Federal Excess Personal Property to help fight wildland, rural, structure or other fires in the County of Lassen and,

WHEREAS, the loan of certain Federal Excess Personal Property as described in California Department of Forestry and Fire Protection Manual of Instruction, section 2700 & 2782, in accordance with Title IV, Rural Development Act (PL 92-419) is available for local agencies.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Board of Directors of the Spalding Community Services District that:

The Fire Chief of Spalding Community Services District is hereby authorized on behalf of the District to enter into an agreement with the State of California, Department of Forestry, for the loan of Federal Excess Personal Property. A copy of said Agreement is attached hereto and made a part hereof, and said Fire Chief is hereby authorized to sign the Agreement for the Spalding Community Services District Board.

APPROVED, PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Spalding Community Services District this 8th day of June 2011 by the following vote:

AYES _____	Directors:	
NOES _____	John Monticelli	_____
Directors Absent _____	Randall Aubrey	_____
	Larry Doss	_____
	Bill Keller	_____

ATTEST: _____

Chris Gallagher, Secretary/General Manager

Randall Aubrey: **Motion to allow the Fire Chief to sign the appropriate agreement for Resolution 2011-6 for Federal Excess Property.**

Larry Doss: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

CONTINUING BUSINESS

- a. **Public Hearing Budget Workshop for 2011/2012.**
- b. **Public Hearing Review of Spalding CSD Ordinances.**
- c. **Approve Adjusted 2010/2011 Budget.**

Board Discussion on item a:

Public Hearing: Open 2:29pm by John Monticelli This is the second public hearing for this Budget. Public Comment: None Public Hearing: Closed 2:31pm by John Monticelli
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Goals and Budget for 2011/2012 attached.

No questions from the Board

Larry Doss: **Motion to accept the 2011/2012 Budget as presented.**

Randall Aubrey: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

Board Discussion item b:

Chris Gallagher: Discussions were done at last Board Meeting and Budget Workshop. It's felt that the review of our ordinances and discussion with our attorney should continue. I submitted the document to our attorney after the two meetings and he is still reviewing it.

Public Hearing: Open 2:33pm by John Monticelli

Pat Merkel: The quilters have people who come into the hall wanting us to fix their parking ticket and asking for burning permits. Is it possible to have one of the ladies take turns to have the office open to get these things resolved?

Chris Gallagher: That is part of the reason we put our office hours on the doors so people know when we are open and closed. We tried to educate people- if a person comes in and we are not here-have them leave the ticket in the drop box with explanation so we can take care of it. Val Aubrey and I have talked back and forth trying to resolve those issues including educating the public as much as we can on how to take care of it. They can also talk to Ray.

John Rasnic: If the main office is not open ask the person to contact me or Jack Glendon at the Eagle Lake RV Store or call the Fire Department 825-3303, leave a message with contact information. I check for messages frequently and will call you back.

John Glendon: If they contact me, I can meet the person here at the Fire Department after I get off work.

John Monticelli: For parking tickets-ask the person drop the ticket into the drop box with a note and Chris will take care of it. There are 20 minute parking spots in the Marina parking lot.

Randall Aubrey: I haven't had time to look at them yet.

Copies of the Ordinance draft were given members of the public who requested one.

Public Hearing: Closed 2:39pm by John Monticelli

Next Public Hearing for Spalding CSD Ordinances is scheduled for July 13, 2011 meeting.

Board Discussion on item c:

Chris Gallagher: One of the auditor's past findings was that the District never updated its Budget to reflect changes made that were approved by the Board. We want to correct this issue by having the Board adopt the Adjusted 2010/2011 Budget. Attached are the worksheets provided by the county and a summary of the Budget that reflects the amount of each line item for each department.

Adjusted 2010-2011 Budget: See attached

Larry Doss: **Motion to approve the Adjusted 2010/2011 Budget.**

Randall Aubrey: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

BOARD MEMBER'S REPORT (FOR DISCUSSION OF CONFERENCES, WORKSHOPS AND MEETINGS ATTENDED, PLUS OTHER ACTIVITIES SCSD'S GENERAL INTEREST)

Ray Solis has passed his test and is now certified as a Wastewater Treatment Plant Operator. Chris Gallagher requests that Larry Doss assist Ray in compiling a tool list.

Director Plaques to be displayed in the District front hall along with photo of Eagle Lake.

GENERAL MANAGER REPORT

a. Monthly Report.

SPALDING COMMUNITY SERVICE DISTRICT MONTHLY REPORT	
May 2011	Wednesday June 8, 2011

	2011		2010
No. of Wastewater Hookups	562		555
No. of Permits Purchased	597		595
No. of \$75 Assess. Billed per 1/4	665		644
No. of Parcels Taxed on Bond	909		909
Gallons of Wastewater Flow	452,752	gallons	507,096
Lift Station #1 Strand	63,786	gallons	82,204
Lift Station #2 Marina	211,484	gallons	207,375
Lift Station #3 Acacia	114,440	gallons	106,702
Lift Station #4 Laurel	63,042	gallons	110,815
Water Balance Ponds	474,376	gallons	NA
Average Daily Flow	21,560	gallons	16,358
Total Wastewater Call-outs	0		0
Total Income for Month	\$22,638		\$33,242
Admin	\$115		\$0
Sewer	\$10,676		\$14,699
Marina	\$10,609		\$16,382
Fire	\$1,238	166 @ Breakfast	\$2,161
Receivable turnover Ratio			0
Total Expenditures Month	\$21,678		\$31,623
Total Number of Employees	5		5
Total Hours Worked	412.25		550
Salaries & Benefits	\$8,367	\$20.30	\$8,285
Paid Vehicle Parking	\$1,949		\$2,177
Parking Citations	\$210		
Annual Parking Permits Sold	78		71
Annual Add Veh Parking Permit	57		66
Doc Permits Sold	3		5
Total Hours of Fire Training			14
Total Fire Calls	1		6

Flows are for
21 Calibrated
days

Notes:
 *Created Draft Budget for 2011 - 2012
 *Revising Ordinances and Review
 *Continue to work on collecting back O&M
 *Got very good pricing for food from IGA for fire breakfast/Thanks Todd and IGA
 Chris Gallagher: Plan to introduce a report of people who owe back O&M and start implementing a plan that enables the District to place those nonpaid fees on the property tax role.

Next Pancake Breakfast to be on a Monday.

PUBLIC COMMENT

Brian Mingham: Request on when the solar lights will be on launch.

Chris Gallagher: Yes we plan to replace them with brighter lights.

Public Comment: Is any money being put aside for recoating the Marina parking lot?

Chris Gallagher: We need to start saving money to do that. I hope there is some money left from last year's budget to start saving. I agree-we need to do something.

John Monticelli: We are looking for volunteers to do a chicken fry and chili feed to form a committee for the ambulance fund let us know.

Randall Aubrey: With the airport under construction, we should have a designated landing pad for a chopper.

Chris Gallagher: I will find out the requirements for a landing pad. I am waiting for a return call from the Public Works department regarding the airport. Weather permitting the airport should be done by the fourth of July.

John Monticelli: We should have been informed and had a meeting with Public Works prior to construction.

ADJOURN

Larry Doss: **Motion to Adjourn.**

Randall Aubrey: **Seconds Motion.**

Board Polled: **Unanimous Vote-Yes.**

Board Sign Approved Bills

Next regular meeting July 13, 2011 at 2:00pm.

Respectfully submitted by: Virginia Bruce

These minutes were transcribed from audiotape. Every effort is made to record all person's comments. Some comments may have been edited to try to get thoughts across.