

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
June 1, 2010**

APPROVED BY DIRECTORS:

Approved 7/6/10

MEETING PLACE: EAGLE LAKE COMMUNITY CENTER, SPALDING.
BOARD MEMBERS/STAFF PRESENT: JOHN MONTICELLI CHAIRPERSON,
BILL KELLER, LARRY DOSS, TRINA MARQUIS, RANDALL AUBREY. *ABSENT:*
ALSO PRESENT CHRIS GALLAGHER, SEC/GENERAL MANAGER.

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

FIRE CHIEF'S REPORT TO THE SCSD BOARD

Larry Frack: Four medical, one fire, one assist calls in May. 13.5 hours of training. Pancake Breakfast was a huge success, 250 breakfasts served. The raffle for firewood will continue throughout the summer, drawing at Labor Day breakfast Sept 6th.

Thanks to all that contributed to another successful event including Jack for the new sign. The Forest Service is stationed here through the summer, daytime hours, 7 days a week. Burn permits are still available. The community hall kitchen is available for all to use. The Fire Department, fire fighters and trained first responders are well prepared to serve the community. It's a professional team.

Stan Walton: Clarification on who can transport a patient to Life Flight?

Larry Frack: The ambulance is not equipped or qualified to transport patients in over nine years. But if REMSA got delayed and there is a life-threatening situation, I will get the patient to the Life Flight helicopter.

Chris Gallagher to research regulations and requirements for transport of patients.

Stan Walton: This item deserves the attention of the community to raise awareness for the possibility of additional funding.

CONSENT CALENDAR

- a. **Approval of June 1, 2010 Bills (Payment of operating bills for the District which are approved expenditures in current budgets.)**
- b. **Approval of Minutes, Reg. Mtg. 4/6/10, 5/4/10.**

<i>Brd Approval - June 1, 2010</i>						
Salaries: NET		Fire-225	Sewer-227	Rec-231	Bldg-233	
Chris: payperiod 5/1-5/31/10	\$ 1,574.56	\$ 36.94	\$ 528.58	\$ 750.46	\$ 258.58	\$ 1,574.56
Linda: payperiod 5/1-5/31/10	\$ 1,138.79	\$ 22.16	\$ 606.86	\$ 310.29	\$ 199.48	\$ 1,138.79
Virginia: payperiod 5/1-5/31/10	\$ 725.44	\$ 9.24	\$ 610.00	\$ 106.20	\$ -	\$ 725.44
Bubba: payperiod 5/1-5/15/10	\$ 455.02			\$ 147.76	\$ 307.26	\$ 455.02
Ray: payperiod 5/1-5/31/10	\$ 2,610.30	\$ -	\$ -	\$ 2,610.30	\$ -	\$ 2,610.30
Line Items:	Bill Total	Fire-225	Sewer-227	Rec-231	Bldg-233	
Airgas	\$ 27.41	\$ 27.41				\$ 27.41

Michael Crawford	\$ 400.00		\$ 400.00			\$ 400.00
Ed Staub - Propane	\$ 399.39	\$ 266.37			\$ 133.02	\$ 399.39
Forest Office Equipment	\$ 53.78	\$ 8.06	\$ 37.65	\$ 8.07		\$ 53.78
Frack, Larry reimburse	\$ 28.63	\$ 28.63				\$ 28.63
Frontier - ponds	\$ 391.41		\$ 391.41			\$ 391.41
Gallagher, Chris [Apr mileage]	\$ 100.00		\$ 100.00			\$ 100.00
Grainger	\$ 449.49			\$ 449.49		\$ 449.49
Lassen Motor Parts	\$ 41.93	\$ 41.93				\$ 41.93
LRSWA - Susanville dump	\$ 48.08	\$ 48.08				\$ 48.08
LRSWA - local trash	\$ 7.50	\$ 7.50				\$ 7.50
Wood, J.W.	\$ 75.45		\$ 75.45			\$ 75.45
TRANSFERS:						
Fuel usage Apr - gas	\$ 205.40		\$ 205.40			\$ 205.40
Fuel usage Mar - diesel	\$ 15.50		\$ 15.50			\$ 15.50
USDA FUNDS						
Sauers Engineering	\$ 660.00		\$ 660.00			\$ 660.00
TOTAL BILLS PROCESSED MID MONTH						
	\$ 2,903.97	\$ 427.98	\$ 1,885.41	\$ 457.56	\$ 133.02	\$ 2,903.97
Line Items:	Bill Total	Fire-225	Sewer-227	Rec-231	Bldg-233	
Alpine Fire Services	\$ 402.76	220.77			\$ 181.99	\$ 402.76
B & B Auto	\$ 380.04	380.04				\$ 380.04
Cummins West	\$ 2,627.99		\$ 2,627.99			\$ 2,627.99
Eagle Lake RV Park - storage	\$ 125.00		\$ 125.00			\$ 125.00
Ed Staub - Gas	\$ 443.73	\$ 443.73				\$ 443.73
FASIS - special assessment 2010	\$ 431.00	\$ 64.65	\$ 301.70	\$ 64.65		\$ 431.00
Feather Publishing Co. Inc	\$ 55.00	\$ 8.25	\$ 38.50	\$ 8.25		\$ 55.00
Frack, Larry	\$ 31.40	\$ 31.40				\$ 31.40
Grainger	\$ 199.76			\$ 199.76		\$ 199.76
Haws, Theobald & Auman PC	\$ 6,000.00	\$ 900.00	\$ 4,200.00	\$ 900.00		\$ 6,000.00
LRSWA - local trash	\$ 7.50		\$ 7.50			\$ 7.50
Quick Space	\$ 625.45				\$ 625.45	\$ 625.45
Staples	\$ 356.03	\$ 53.41	\$ 249.22	\$ 53.40		\$ 356.03
UpTowne Sealing & Striping**	\$ 2,422.50			\$ 2,422.50		\$ 2,422.50
U.S. Cellular	\$ 117.54	\$ 43.89	\$ 73.65			\$ 117.54
J.W. Wood	\$ 80.53	\$ 80.53				\$ 80.53
J.W. Wood	\$ 184.30		\$ 157.34		\$ 26.96	\$ 184.30
TRANSFERS:						
Rent transfers June 2010	\$ 2,453.77	\$ 368.34	\$ 1,717.09	\$ 368.34		\$ 2,453.77
Cal Card Incentive refund	(177.32)	(26.60)	(124.12)	(26.60)		(177.32)
USDA FUNDS						
Semingson	\$3,667.17		\$3,667.17			\$ 3,667.17
Scheduled Payroll Taxes						
IRS Payroll Taxes	\$ 1,545.86	\$ 23.42	\$ 935.98	\$ 441.76	\$ 144.70	\$ 1,545.86
***IRS - FUTA		WE ARE EXEMPT FROM THIS				\$ -
EDD Payroll Taxes	\$ 235.15		\$ 155.28	\$ 73.05	\$ 6.82	\$ 235.15
EDD-UI/ETT 1st Qrt						\$ -
District Benefits Totals	\$ 1,781.01	\$ 23.42	\$ 1,091.26	\$ 514.81	\$ 151.52	\$ 1,781.01

Salaries	\$ 6,504.11	\$ 68.34	\$ 1,745.44	\$ 3,925.01	\$ 765.32	\$ 6,504.11
Line Items	\$ 23,338.12	\$ 2,996.39	\$14,926.45	\$ 4,447.86	\$ 967.42	\$23,338.12
Total District Bills	\$ 31,623.24	\$ 3,088.15	\$17,763.15	\$ 8,887.68	\$1,884.26	\$31,623.24

Totals From District Bills Listing

**submitted for payment 5/26/2010
for 5% discount

*****IRS - FUTA WE ARE EXEMPT FROM THIS - Ijb 1/11/10**

Larry Doss: **Motion to approve the Consent Calendar.**

Bill Keller: **Seconds Motion.**

Board Discussion: Clarification on Grainger, C&C Fencing, Cummins West, Quick Space.
Containment pond, pumping and schedule for removal of dredging removal and

Board Polled: **Unanimous Vote-Aye**

NEW BUSINESS

a. Consider New Board Member Application & Upon Consideration, Approve Resolution 2010-10 Appointing New Member Aubrey.

Chris Gallagher: This position has been open since January 2010. The Lassen County Board of Supervisors will only appoint a director in the absence of a quorum.

Randall Aubrey: Address the Board and public for questions.

Bill Keller: **Motion to approve Resolution 2010-10 appointing Randall Aubrey.**

Trina Marquis: **Seconds Motion.**

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

b. Approve Resolution 2010-7 Establishing Prop. 4 Limits.

Chris Gallagher: Reads recommendation

Bill Keller: **Motion to approve Resolution 2010-7 Prop. 4 Limits.**

Larry Doss: **Seconds Motion.**

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

c. Approve Resolution 2010-9 Enplan Contract

Chris Gallagher: Explanation and recommendation.

Larry Doss: **Motion to accept Resolution 2010-9, Enplan Contract.**

Trina Marquis: **Seconds Motion.**

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

Oath of Office given to Randall Aubrey by Chris Gallagher.

CONTINUING BUSINESS

a. Public Hearing: Consider adoption of Resolution 2010-8, 2010-2011 Budget.

Public Hearing: Open 2:59pm. Budget draft presented to Board and public for review.

Discussion: Administrative, Sewer, Recreation and Fire Budgets. Legality of a general fund and suggestions from the county and auditors for budget operations. Purpose of an Administrative Fund is for the appropriate allegation of funds paid for overhead. Enterprise funds vs. general funds. The Building Fund had been set up as an expense fund for the other three departments.

Stan Walton: Chris is setting up this budget in a formal and professional format.

Public Comment: Recommendation that Marina parking fee collection be upgraded.

Public Hearing: Closed 3:19pm.

John Monticelli: Resolution 2010-8-No action taken.

a. Building Remodel Update

Once USDA approves the Hat Creek contract, the office will move into the trailer.

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

John Monticelli: Thanks to Chris, Ray and Bubba who spent their time over Memorial Day weekend at the Marina creating positive traffic, parking and launch flows.

Trina Marquis: A hard copy of the Policy Handbook is in the office for anyone to interested in viewing our policies.

GENERAL MANAGER REPORT

a. Monthly Report

SPALDING COMMUNITY SERVICE DISTRICT MONTHLY REPORT	
May 2010	Friday, June 1, 2010

	2010	2009
No. of Wastewater Hookups	555	
No. of Permits Purchased	595	
No. of Tanks Billed per 1/4	644	
No. of Parcels Taxed on Bond	909	
Gallons of Wastewater Flow	0	gallons
Lift Station #1 Strand	0	gallons
Lift Station #2 Marina	207,375	gallons
Lift Station #3 Acacia	106,702	gallons
Lift Station #4 Laurel	110,815	gallons
Ponds	NA	gallons
Total Wastewater Call-outs	0	
Total Income for Month	\$33,242	
Sewer	\$14,699	
Marina	\$16,382	
Fire	\$2,161	
Receivable turnover Ratio		
Total Expenditures Month	\$31,623	
Total Number of Employees	5	
Total Hours Worked	550	
Salaries & Benefits	\$8,285	\$15.06 /Hr.
Paid Vehicle Parking	2137	
Annual Parking Permits Sold	71	
Annual Add Veh Parking Permit	66	
Doc Permits Sold	5	
Total Hours of Fire Training	14	
Total Fire Calls	6	One Fire

Flows are for 31 days

Notes:

- *Documents for the Remodel have been completed and sent to USDA for final
- *Marina Parking lot has been striped
- *Policy Document is complete
- *Agreement with RV Park has been signed
- *Office Trailer has been delivered and we will begin moving this week
- *Auditors will be back on June 11th to finish up 2008-2009 audit
- *Obtained a check from Boating and Waterways for \$6100 for prior uncollected grant
- *Dredge pond is nearly empty of water. Waiting on weather to evaporate remainder
- *Had a very successful Memorial Day weekend and Fire Dept. breakfast.

PUBLIC COMMENT

Question: Temporary part-time employee and concerns his employment will cause sewer fees to rise.

Chris Gallagher: No plans to raise sewer fees and this employee will not affect them.

Taura King: How do I correct an EDU connection? Request guidance to prevent flooding on Hollywood property. Flooding started after road was raised and regraded following installation of sewer line. It's a huge liability risk, has flooded up to 12 feet deep, effects at least four properties and want problem resolved. My husband, a geotechnical engineer and myself have made every effort to insure that this problem was not caused by us. Then made contact with the Board of Directors and General Manager. My repeated requests to both Board and Merle have been ignored. Who approved the grading and where is the permit? Mr. Tomasini has also addressed this District with no answers.

Larry Doss: Because the road was raised and regraded, the water cannot flow down to the lake, it stops at their property.

Taura King: The solution is to trench down the road, but if we did the work we would be liable for our neighbor's property-nor is it our financial responsibility to do so.

Larry Doss: There was an encroachment permit that included grading taken out by Sundt.

Bill Keller: The District Supervisor stated there is no maintenance money and they are not going to do anything, so if we want to take care of our roads without getting neighbors irate, then it's ok with him.

John Monticelli: We will look at this problem and do something about it.

Members of the Board and GM to view the property after the meeting and Chris to schedule a meeting after the issue has been researched.

James Watts: Why were the commercial dock permits raised? Commercial dock owners were not informed ahead of time. If we have to pull the docks early is our permit prorated?

Stan Walton: Requests unapproved minutes be posted on the web site for communication purposes.

Virginia to strive to get a draft meeting minutes by the 15th of each month.

ADJOURN

Bill Keller: **Motion to Adjourn.**

Randall Aubrey: **Seconds Motion.**

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

Next regular meeting is scheduled for July 6, 2010 at 2:00pm.

Board to Sign Approved Expenditures.

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.