

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
February 2, 2010**

APPROVED BY DIRECTORS:

Approved 3/2/10

MEETING PLACE: EAGLE LAKE COMMUNITY CENTER, SPALDING.

BOARD MEMBERS/STAFF PRESENT: JOHN MONTICELLI CHAIRPERSON,
BILL KELLER, LARRY DOSS, TRINA MARQUIS **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: One medical call since last meeting. Training, eleven and a half hours. Five pagers have been ordered. Repairs continue where warranted. Wildlife gear, shelters and flue fire extinguisher here. Station tools have been sorted and organized. In the process of listing tools required for ISO Rating. Chris and I met with the USFS and now have a signed agreement stating USFS will be here 7 days a week, during the day. Security plates installed on all exterior doors. Thanks to Mr. Pyle for his assistance to get our drivers trained.

CONSENT CALENDAR

- a. **Approval of February 2nd, 2010 Bills (Payment of operating bills for the District which are approved expenditures in current budgets.)**
- b. **Approval of Minutes, Reg. Mtg. 01/05/10 and Special Mtg. 12/17/09, 01/20/10.**

Larry Doss: **Motion to accept a. and b. of Consent Calendar.**

Trina Marquis: **Seconds Motion.**

Board Polled: **Unanimous Vote-Aye**

<i>Brd Approval- Feb 2, 2010</i>					
Salaries: NET		Fire-225	Sewer-227	Rec-231	Bldg-233
Chris					\$ -
Linda					\$ -
Virginia					\$ -
Ray					
Line Items:	Bill Total	Fire-225	Sewer-227	Rec-231	Bldg-233
Airgas NCN	\$ 87.42	\$87.42			\$ 87.42
Eagle Lake RV Park-storage	\$ 125.00		\$ 125.00		\$ 125.00
Ed Staub & Sons	\$1,150.30	\$1,150.30			\$1,150.30

Frontier - 825-3258	\$ 230.16	\$ 34.52	\$ 161.11	\$ 34.53		\$ 230.16
						\$ -
LMUD - 8 faxed invoices	\$ 969.33	\$ 258.82	\$ 471.03	\$ 19.00	\$ 220.48	\$ 969.33
						\$ -
Marlin Leasing	\$ 188.32	\$ 28.25	\$ 131.82	\$ 28.25		\$ 188.32
Staples	\$ 206.68	\$ 31.00	\$ 144.68	\$ 31.00		\$ 206.68
						\$ -
U S Bank	\$ 324.39	\$ 9.91	\$ 58.13	\$ 9.91	\$ 246.34	\$ 324.29
U.S Cellular	\$ 98.62	\$ 49.31	\$ 49.31			\$ 98.62

TRANSFERS:

Rent transfers - Feb 2010	\$2,453.77	\$ 368.34	\$1,717.09	\$ 368.34		\$2,453.77
Incentive check from US Bank	(\$136.23)	(\$20.44)	(\$95.36)	(\$20.43)		(\$136.23)
Fuel usage Jan	\$ 102.30		\$ 102.30			\$ 102.30

USDA FUNDS

						\$ -
						\$ -
Scheduled Payroll Taxes		225	227	231	233	B
IRS Payroll Taxes-Nov	\$2,475.58	\$ 2.30	\$2,417.58	\$ 55.70		\$2,475.58
***IRS - FUTA		WE ARE EXEMPT FROM THIS				\$ -
EDD Payroll Taxes-Nov	\$ 412.06	\$ 0.16	\$ 407.90	\$ 4.00		\$ 412.06
EDD-UI/ETT 1st Qrt						\$ -
District Benefits Totals	\$2,887.64	\$ 2.46	\$2,825.48	\$ 59.70	\$ -	\$2,887.64
Salaries	\$ -	\$ -	\$ -	\$ -	\$0.00	\$ -
Line Items	\$5,800.06	\$1,997.43	\$2,865.11	\$ 470.60	\$ 466.82	\$5,799.96
Total District Bills	\$8,687.70	\$1,999.89	\$5,690.59	\$ 530.30	\$ 466.82	\$8,687.60
		Totals From District Bills Listing				

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

NEW BUSINESS

a. Approval of Resolution 2010-1.

Chris Gallagher: Motion is to assist payment of regular monthly bills by General Manager of \$2,500 or below and sign regular payroll checks. Request payroll be twice a month. Board will continue to receive a complete list of bills and payroll at regular meetings.

**SPALDING COMMUNITY SERVICES DISTRICT
502-907 MAHOGANY WAY
SUSANVILLE, CALIFORNIA 96130**

**RESOLUTION NO. 2010-01
FEBRUARY 2, 2010**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SPALDING COMMUNITY SERVICES DISTRICT ESTABLISHING
A POLICY FOR PAYMENT OF ROUTINE BILLS AND OBLIGATIONS**

WHEREAS, All bills and obligations will be reviewed and approved by the Board of Directors at a regularly held Board meeting, and

WHEREAS, There is a need to pay routine bills and obligations in a timely manner, and

WHEREAS, Board meetings do not always fall within the time constraints of a bill that is due.

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

- 1.) All bills or obligations, including regular payroll (paid at the approved salaries and hourly rates), operating expenses, and rental or real and personal property, shall be paid when due by the General Manager, provided that each bill or obligations paid by the General Manager is less than \$2500 (excluding regular payroll).
- 2.) The Board of Directors will received a list of bills or obligations paid by the General Manager prior to Board approval, at the next regular meeting to be approved by the Board.

APPROVED, PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Spalding Community Services District this 2nd day of February 2010 by the following vote:

AYES _____ Directors:

NOES _____

Directors Absent _____

John Monticelli _____ Trina Marquis _____

Bill Keller _____ Larry Doss _____

ATTEST:

Chris Gallagher, Secretary/General Manager

John Monticelli: **Motion to approve Resolution 2010-1.**

Bill Keller: **Seconds Motion.**

Board Polled: **Unanimous Vote-Aye**

b. Approval of Resolution 2010-2, Contract for 2008-2009 Fiscal Year Audit.

Chris Gallagher: Presentation of Haws, Theobold & Auman, proposal to do the District's 2008-2009 Fiscal Year Audit, due June 30, 2010. Bid includes report to State Controller's office.

Larry Doss: **Motion to Approve Resolution 2010-2.**

John Monticelli: **Seconds Motion.**

Bill Keller: The cost for this audit proposal is less than what Carol Curry charged.

Board Polled: **Unanimous Vote-Aye**

CONTINUING BUSINESS

a. Building Remodel Update

The maintenance building, metal building is changed to stick built, same footprint, to meet current fire codes. USDA approved plans and waiting for County approval.

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

RV Park Hookup still under discussion.

GENERAL MANAGER REPORT

a. Income Statement

Chris Gallagher: Description of new format for income report that is available to the public at meetings. Working on notices for Marina parking and possible two/three day Marina parking permits. Chris to attend upcoming LAFCO Meeting.

SPALDING COMMUNITY SERVICE DISTRICT MONTHLY REPORT	
January 2010	Monday, February 22, 2010

	2010	2009	Total 2010
No. of Wastewater Hookups	539		
No. of Permits Purchased	587		
Gallons of Wastewater Flow	204,907		gallons
Lift Station #1	71,583		gallons
Lift Station #2	NA		gallons
Lift Station #3	64,404		gallons
Lift Station #4	68,920		gallons
Ponds	NA		gallons
Total Wastewater Call-outs	1		
Total Income for Month	\$82,488		
Sewer	\$35,933		
Marina	\$46,515		comm dock & State dredging funds
Fire	\$40		
Total Expenditures Month	\$79,137		
Total Number of Employees	4		
Total Hours Worked	432		
Paid Vehicle Parking	0		
Annual Parking Permits Sold	0		
Annual Add Veh Parking Permit	0		

Doc Permits Sold	0
Total Hours of Fire Training	13
Total Fire Calls	2

Notes:

We did receive a full set of plans from Semingson for the remodel and are working with the County to get our building permit.

A letter was received from the State Engineer approving the plans for the remodel with two changes

Audits for 2007 and 2008 are expected from Carol Curry sometime after Feb 1, 2010.

The elected terms of Board Members Monticelli, Keller and Marquis will be up 12/03/10 & will require submission of election forms to the County Clerk sometime in late July, early August

There is no recommended change in the annual boat dock permit for the upcoming season

Plaque for Dan James and certificates of appreciation for past Board Members.

PUBLIC COMMENT

Bob Pyle: Board bills may be signed after the meeting is adjourned.

BOARD TO SIGN BILLS

ADJOURN

Bill Keller: **Motion to Adjourn**

John Monticelli: **Seconds Motion**

Board Polled: **Unanimous Vote-Aye**

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.

ACTION ITEMS FOR VIRGINIA

Order Plaque and Cert of Appreciation for Dan and past board members.

Marina – Send Notices and work on 2/3 day parking pass

Attach copies of:

- income report,
- bills and resolution to minutes

Larry Frack: Inventory Fire Dept.