

**SPALDING COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING  
August 3, 2010**

**APPROVED BY DIRECTORS:**  
**Approved 9/7/10**

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

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

**APPONTMENT OF BOARD CHAIRPERSON**

John Monticelli: **Motion to amend the agenda to table appointment of Board Chairperson to the next regular Board meeting and have a full quorum of five.**  
Trina Marquis: **Seconds Motion.**  
Board Polled: **Unanimous Vote-Aye.**

**FIRE CHIEF'S REPORT TO THE SCSD BOARD**

Larry Frack: Seven calls, 5 medical and 2 assists. Eleven hours of training. Water tender has sustained damage to passenger door. Incident and insurance report has been filed.

Chris Gallagher: Working on an agreement with REMSA to transport patients to landing strip only under emergency conditions. Upon completion, I will present to the Board.

Board and Public Discussion: Mutual aid agreements, Fire departments responsibility to protect Spalding, Stones and Bucks Bay.

**CONSENT CALENDAR**

- a. **Approval of August 3, 2010 Bills**  
**(Payment of operating bills for the District, which are, approved expenditures in current budgets.)**
- b. **Approval of Minutes, Reg. Mtg. 7/6/10, Special Mtg. 6/30/10.**

Bill Keller: **Motion to approve the Consent Calendar as presented.**  
Trina Marquis: **Seconds Motion.**

<b>August 3, 2010</b>					
<b>Salaries: NET</b>		<b>Admin-222</b>	<b>Fire-225</b>	<b>Sewer-227</b>	<b>Rec-231</b>
Chris: payperiod 7/16-7/31/10	\$ 901.80	\$ 901.80			\$ 901.80
Linda: payperiod 7/16-7/31/10	\$ 643.85	\$ 643.85			\$ 643.85
Virginia: payperiod 7/16-7/31/10	\$ 369.56	\$ 369.56			\$ 369.56
Ray: payperiod 7/16-7/31/10	\$ 1,305.16			\$1,305.16	\$1,305.16

Bubba: payperiod 7/16-7/31/10

\$ 348.57

\$ 348.57

\$ 348.57

Line Items:	Bill Total	Admin 222	Fire-225	Sewer-227	Rec-231	
Baxter Auto Parts	\$ 114.65		\$ 114.65			\$ 114.65
Beckett, Linda-mileage	\$ 31.40	\$ 31.40				\$ 31.40
Blue Shield of CA	\$ 2,975.65	\$2,975.65				\$ 2,975.65
less portion from paychecks	(\$1,804.40)	(\$1,804.40)				(\$1,804.40)
Michael Crawford	\$ 300.00			\$ 300.00		\$ 300.00
Diamond Saw Shop	\$ 466.50		\$ 466.50			\$ 466.50
Ed Staub - Fuel	\$ 634.03		\$ 634.03			\$ 634.03
Ed Staub - Propane	\$ 58.43	\$ 58.43				\$ 58.43
FASIS-premium 1st Qtr	\$ 2,309.00	\$ 502.80	\$1,558.58	\$ 187.60	\$ 60.02	\$ 2,309.00
Frack, Larry reimburse	\$ 61.86	\$ 6.79	\$ 55.07			\$ 61.86
Frontier - ponds	\$ 363.28	\$ 363.28				\$ 363.28
Gallagher, Chris [July mileage]	\$ 100.00	\$ 100.00				\$ 100.00
Galls	\$ 154.34		\$ 154.34			\$ 154.34
Haws, Theobald & Auman PC	\$ 1,500.00	\$ 1,500.00				\$ 1,500.00
Idaho Grocery	\$ 239.03		\$ 239.03			\$ 239.03
LRSWA - local trash	\$ 22.50		\$ 15.00	\$ 7.50		\$ 22.50
LMUD	\$ 886.40	\$ 886.40				\$ 886.40
Melrose, Mike	\$ 45.00				\$ 45.00	\$ 45.00
Spalding CSD- O/M	\$ 375.00	\$ 375.00				\$ 375.00
Susanville Supermarket	\$ 307.58		\$ 307.58			\$ 307.58
Water Unlimited	\$ 539.88				\$ 539.88	\$ 539.88
Willdan Financial	\$ 1,303.87			\$1,303.87		\$ 1,303.87
<b>TRANSFERS:</b>						\$ -
<b>USDA FUNDS</b>						
J.W. Wood	\$ 104.94			\$ 104.94		\$ 104.94
<b>Mid-month bills paid</b>	\$11,088.94	\$4,995.35	\$3,544.78	\$1,903.91	\$ 644.90	\$ 11,088.94

Salaries: NET		Admin-222	Fire-225	Sewer-227	Rec-231	
Chris: payperiod 8/1-8/15/10	\$ 901.80	\$ 901.80				\$ 901.80
Linda: payperiod 8/1-8/15/10	\$ 551.89	\$ 551.89				\$ 551.89
Virginia: payperiod 8/1-8/15/10	\$ 421.73	\$ 421.73				\$ 421.73
Ray payperiod 8/1-8/15/10	\$ 1,305.15			\$1,305.15		\$ 1,305.15
Bubba: payperiod 8/1-8/15/10	\$ 262.80				\$ 262.80	\$ 262.80
Line Items:	Bill Total	Admin-222	Fire-225	Sewer-227	Rec-231	
Airgas	\$ 231.57		\$ 231.57			\$ 231.57

Airgas	\$ 30.15		\$ 30.15			\$ 30.15
Eagle Lake RV Park	\$ 125.00			\$ 125.00		\$ 125.00
Frontier	\$ 347.44	\$ 347.44				\$ 347.44
Lassen County Assessor	\$ 3.50	\$ 3.50				\$ 3.50
Marlin Leasing	\$ 257.38		\$ 38.61	\$ 180.17	\$ 38.60	\$ 257.38
Smith's Pumps	\$ 522.17	\$ 522.17				\$ 522.17
Staples	\$ 704.95	\$ 211.84	\$ 233.32	\$ 259.79		\$ 704.95
U.S. Cellular	\$ 129.88	\$ 129.88				\$ 129.88
Waste Management	\$ 209.46	\$ 209.46				\$ 209.46

<b>USDA FUNDS</b>						
Eagle Lake RV Park	\$ 375.00			\$ 375.00		\$ 375.00
LMUD	\$ 2,065.00			\$2,065.00		\$ 2,065.00
Quick Space	\$ 215.45			\$ 215.45		\$ 215.45

Scheduled Payroll Taxes		Admin-222	Fire-225	Sewer-227	Rec-231	B
IRS Payroll Taxes-July	\$ 755.98	\$ 386.58		\$ 326.24	\$ 43.16	\$ 755.98
IRS - FUTA		WE ARE EXEMPT FROM THIS				\$ -
EDD Payroll Taxes-July	\$ 113.35	\$ 37.19		\$ 73.06	\$ 3.10	\$ 113.35
EDD-UI/ETT 3rd Qrt						\$ -
District Benefits Totals	\$ 869.33	\$ 423.77	\$ -	\$ 399.30	\$ 46.26	\$ 869.33
Salaries	\$ 7,012.31	\$ 3,790.63	\$ -	\$2,610.31	\$ 611.37	\$ 7,012.31
Line Items	\$16,305.89	\$ 6,419.64	\$4,078.43	\$5,124.32	\$ 683.50	\$ 16,305.89
Total District Bills	\$24,187.53	\$10,634.04	\$4,078.43	\$8,133.93	\$1,341.13	\$ 24,187.53

**Totals From District Bills Listing**

Board Discussion: C&C Fencing, Mike Crawford, Frontier, Idaho Grocery and Susanville Market invoices. Ray Solis is not yet certified and will retake the test as soon as its offered.  
Board Polled: **Unanimous Vote-Aye.**

**NEW BUSINESS**

**a. Walker's Boat Dock Damage Claim.**

Chris Gallagher: Explanation of claim and time line for communication.

Bill Keller: Abstain due to personal friendship.

No Action taken due to lack of quorum.

John Monticelli: **Motion to table Walker's charges against the District and placed on the agenda for the next regular meeting.**

Trina Marquis: **Seconds Motion.**

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

**b. Approve Resolution 2010-15 Matching \$20,000 Grant from the Department of Forestry and Fire Protection.**

Trina Marquis: **Motion to accept Resolution 2010-15.**

Bill Keller: **Seconds Motion.**

**BEFORE THE BOARD OF DIRECTORS OF THE SPALDING COMMUNITY SERVICES DISTRICT  
COUNTY OF LASSEN, STATE OF CALIFORNIA IN THE MATTER OF:**

**Resolution Number: 2010-15**

**Approving the Department of Forestry and Fire Protection Agreement# 7FG10053** for services from the date of last signatory on page 6 of the Agreement to August 21, 2011 under the Volunteer Fire Assistance program of the Cooperative Forestry Assistance Act of 1978.

**BE IT RESOLVED BY THE GOVERNING BODY OF THE SPALDING COMMUNITY SERVICES DISTRICT** that said Board does hereby approve the Agreement with the California Department of Forestry and Fire Protection dated as of the last signatory date on page 6 of the Agreement, and any amendments thereto.. This Agreement provides for an award, during the term of this Agreement, under the Volunteer Fire Assistance Program of the Cooperative Fire Assistance Act of 1978 during the State Fiscal Year 2010/2011 up to and no more than the amount of **\$20,000**.

**BE IT FURTHER RESOLVED** that the Board President, John Monticelli, of said Board, be and hereby is authorized to sign and execute said Agreement and any amendments on behalf of the Spalding Community Services District.

The foregoing resolution was duly **APPROVED, PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Spalding Community Services District this 3rd day of August 2010 by the following vote:

AYES _____	Directors:	
NOES _____	Randal Aubrey	_____
Directors Absent _____	John Monticelli	_____
	Trina Marquis	_____
	Bill Keller	_____
	Larry Doss	_____

**----CETIFICATION OF RESOLUTION----**

**ATTEST:**

I, Chris Gallagher, Secretary of the Spalding Community Services District, County of Lassen California do hereby certify that this is a true and correct copy of the original Resolution Number 2010-15.  
WITNESS MY HAND OR THE SEAL OF THE SPALDING COMMUNITY SERVICES DISTRICT, on this 3<sup>rd</sup> day of August, 2010.

**OFFICIAL SEAL  
OR NOTARY CERTICATION**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title and Name of Local Agency

Board Discussion: Possible reduction of funds.  
Larry Frack: Request Board approve this grant but still allow research for other grant opportunities.  
Chris Gallagher: Bids will be required for this equipment. Believe that we will obtain full \$20,000.  
Board Polled: **Unanimous Vote-Aye.**

**c. Approve Resolution 2010-16 LMUD Easement.**

Chris Gallagher: Explain of LMUD easement requirements to install and maintain electrical power line to our building.

Bill Keller: **Motion to accept Resolution 2010-16 granting easement to LMUD.**  
Trina Marquis: **Seconds Motion.**

**RESOLUTION NO. 2010-16**

**August 3, 2010**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SPALDING COMMUNITY SERVICES DISTRICT FOR A UTILITY EASEMENT TO THE**

**LASSEN MUNICIPAL UTILITY DISTRICT FOR OUR NEW ELECTRIC SERVICE**

**WHEREAS**, Lassen Municipal Utility District (LMUD) is the provider of electrical service for the Spalding area, and

**WHEREAS**, the Spalding Community Services District is in need of a new electrical service to operate our remodel, Maintenance Build, Fire Department and Community Room, and

**WHEREAS**, LMUD requires ingress and egress to a strip of our land 10 feet in width, and being 5 feet on each side of the electrical service under a portion of our property located at 502-907 Mahogany Way, APN 077-320-05 as shown in Exhibit A attached.

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

SCSD shall grant the utility easement to LMUD and authorize the Board Chairperson to sign all related documents related to this easement.

**APPROVED, PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Spalding Community Services District this 6th day of July 2010 by the following vote:

AYES _____	Directors:
NOES _____	Randal Aubrey _____
Directors Absent _____	John Monticelli _____
	Trina Marquis _____
	Bill Keller _____
	Larry Doss _____

ATTEST:

\_\_\_\_\_  
Chris Gallagher, Secretary/General Manager

Board Discussion: Cost to pour the concrete pad.

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

**CONTINUING BUSINESS**

**a. Building Remodel Update**

Chris Gallagher: Progress report, on schedule and only several small change orders.

Board Discussion: Change order to add eaves and gutters with ice and snowcaps to maintenance building, paid by USDA.

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

Enplan's report has not yet been received but expected before next regular board meeting.

**GENERAL MANAGER'S MONTHLY REPORT**

**SPALDING COMMUNITY SERVICE DISTRICT MONTHLY REPORT**  
**July 2010**

	2010	2009
No. of Wastewater Hookups	559	
No. of Permits Purchased	596	
No. of Tanks Billed per 1/4	644	
No. of Parcels Taxed on Bond	909	
Gallons of Wastewater Flow	714,339	gallons
Lift Station #1 Strand	133,638	

Flows are for 29 days

				gallons
Lift Station #2	Marina	295,388		gallons
Lift Station #3	Acacia	170,258		gallons
Lift Station #4	Laurel	115,055		gallons
	Ponds	NA		gallons
Total Wastewater Call-outs		1		
Total Income for Month		\$53,619		
Admin		\$11,046		
Sewer		\$33,472		
Marina		\$7,004		
Fire		\$2,097		
Receivable turnover Ratio				
Total Expenditures Month		\$20,313		
Total Number of Employees		5		
Total Hours Worked		433.5		
Salaries & Benefits		\$7,012	\$16.18	/Hr.
Paid Vehicle Parking		\$0		
Annual Parking Permits Sold		22	15	
Annual Add Veh Parking Permit		9	7	
Doc Permits Sold		0		
Total Hours of Fire Training		11		
Total Fire Calls		7		

Notes:

- \*Began work on the Remodel and Maintenance Building
- \*Emptied the water from the Dredging Ponds and Removed the Ponds
- \*Began our New Budget Year in new budget format
- \*Obtained Benefits for Employees
- \*Working on reformatting Quickbooks
- \*Continued with the Audits
- \*Received word that we had obtained a \$20,000 fire equipment grant from CAL FIRE

New assessors role has mailing and property addresses, use codes.  
 Fire Tax updated role/plan to bill parcels that County won't assess.  
 Thank you letter to USFS for work done on road and pine creek.  
 Encourage people to visit our website for updates and fundraiser events.  
 Boat ramp drop will be addressed. Pine Creek flowed for 3 months this year.

**PUBLIC COMMENT**

Public Comment: Question regarding water flowing into our sewer system vs. water evaporation at ponds and if it affects lake levels.

Trina Marquis: Question regarding dirt from Marina dredging placed on Jerry McMillen's Property?

Chris Gallagher: State Lands granted permission to let us haul their dirt to a location other than the sewer ponds. Jerry obtained the appropriate grading permit from the County that also states he could not resell the hauled dirt. Thus saving the District transportation costs by two thirds.

Public Comment: What is the process for getting the burned debris left on Bush's Hazel Way property cleaned up? It's a hazard.

Chris Gallagher: Recommends talking to Jim Bush first, then the County planning department.

Larry Frack: Speak with Jim first and explain your concerns. Then there are steps to be taken if it presents a fire hazard. Once cleanup is done, the cost will be included on their taxes.

Lee Denny: Disappointed in the turnout of Directors.

### **ADJOURN**

Bill Keller: **Motion to Adjourn.**

Trina Marquis: **Seconds Motion.**

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

### **Board to Sign Approved Expenditures**

Next regular meeting September 7, 2010 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.