

**SPALDING COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
April 6, 2010**

APPROVED BY DIRECTORS:
Approved 6/1/2010

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.
Moment of silence for Donna Van Dreumel, daughter of Debe Frack a former board member, who succumbed to her injuries of a recent industrial accident.
PLEDGE OF ALLEGIANCE

FIRE CHIEF'S REPORT TO THE SCSD BOARD

Cliff Spediacci: Larry is absent and with Debe in Washington. The Fire Department is covered during his absence.
John Monticelli: Thank you to the professional volunteers of the Fire Department

CONSENT CALENDAR

Approval of April 6th, 2010 Bills

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

Brd Approval - Apr 6, 2010						
Salaries: NET		Fire-225	Sewer-227	Rec-231	Bldg-233	
Chris: payperiod 3/1-3/31/10	\$ 1,573.48	\$ 18.47	\$ 1,306.49	\$ 124.26	\$ 124.26	\$ 1,573.48
Linda: payperiod 3/1-3/31/10	\$ 1,226.41	\$ 33.25	\$ 1,074.06	\$ 119.10	\$ -	\$ 1,226.41
Virginia: payperiod 3/1-3/31/10	\$ 719.88	\$ 4.62	\$ 704.86	\$ 10.40	\$ -	\$ 719.88
Bubba: payperiod 3/16-3/31/10	\$ 553.64		\$ 553.64			\$ 553.64
Ray: payperiod 3/1-3/31/10	\$,610.30	\$ -	\$ 2,610.30	\$ -	\$ -	\$ 2,610.30
Merle - double base pay	\$ 3,036.73		\$ 3,036.73			\$ 3,036.73

Line Items:	Bill Total	Fire-225	Sewer-227	Rec-231	Bldg-233	
Basic Laboratory	\$ 483.00		\$ 483.00			\$ 483.00
Linda Beckett - postage	\$ 43.75	\$ 6.56	\$ 30.63	\$ 6.56		\$ 43.75
Michael Crawford	\$ 300.00		\$ 300.00			\$ 300.00
Feather Publishing	\$ 63.70	\$ 9.55	\$ 44.59	\$ 9.56		\$ 63.70
Forest Office Equipment	\$ 39.54	\$ 5.93	\$ 27.68	\$ 5.93		\$ 39.54
Frontier	\$ 297.49		\$ 297.49			\$ 297.49
Gallagher, Chris [Mar mileage]	\$ 100.00		\$ 100.00			\$ 100.00
Gallagher, Chris-training snacks	\$ 8.28		\$ 8.28			\$ 8.28
State Water Resources Board	\$ 60.00		\$ 60.00			\$ 60.00
-bal due from 1/5/10 bills						
TOTAL BILLS PROCESSED MID MONTH	\$ 1,395.76	\$ 22.04	\$ 1,351.67	\$ 22.05	\$ -	\$ 1,395.76

Line Items:	Bill Total	Fire-225	Sewer-227	Rec-231	Bldg-233	
						\$ -
Jim Curtis	\$ 338.55		\$ 338.55			\$ 338.55
Eagle Lake RV Park - storage	\$ 125.00		\$ 125.00			\$ 125.00
Ed Staub & Sons - fuel	\$ 667.92	\$ 667.92				\$ 667.92
Ed Staub & Sons - propane	\$ 509.12	\$ 342.76			\$ 166.36	\$ 509.12

FASIS - 4th Quarter	\$ 1,452.00	\$ 217.80	\$ 1,016.40	\$ 217.80		\$ 1,452.00
Frontier - 825-3258	\$ 296.12	\$ 44.42	\$ 207.28	\$ 44.42		\$ 296.12
LMUD-faxed copies	\$ 779.51	\$ 182.60	\$ 431.31	\$ 12.64	\$ 152.96	\$ 779.51
Lassen Motor Parts	\$ 16.87	\$ 16.87				\$ 16.87
Marlin Leasing	\$ 188.32	\$ 28.25	\$ 131.82	\$ 28.25		\$ 188.32
Spalding CSD O/M- 5 EDUs	\$ 375.00	\$ 56.25	\$ 262.50	\$ 56.25		\$ 375.00
Spalding CSD O/M- MARINA	\$ 75.00			\$ 75.00		\$ 75.00
Staples	\$ 103.89	\$ 15.58	\$ 72.72	\$ 15.59		\$ 103.89
U S Bank	\$ 2,263.68	\$ 170.75	\$ 1,496.39	\$ 444.58	\$ 151.96	\$ 2,263.68
U.S Cellular	\$ 112.52	\$ 43.53	\$ 68.99			\$ 112.52

*** revised amount 4/5/10

<---- new item since Friday

TRANSFERS:

Rent transfers - Apr 2010	\$ 2,453.77	\$ 368.34	\$ 1,717.09	\$ 368.34		\$ 2,453.77
Fuel usage Mar - gas						\$ -
Fuel usage Mar-diesel						\$ -

USDA FUNDS

transfer from USDA FL-1	(\$6,193.96)		(\$6,193.96)			(\$6,193.96)
Sauers Engineering	\$ 825.00		\$ 825.00			\$ 825.00
Semingson Architects	\$ 5,368.96		\$ 5,368.96			\$ 5,368.96

Scheduled Payroll Taxes		225	227	231	233	
IRS Payroll Taxes	\$ 1,398.72	\$ 13.16	\$ 1,325.12	\$ 35.96	\$ 24.48	\$ 1,398.72
***IRS - FUTA						\$ -
EDD Payroll Taxes	\$ 217.90	\$ 0.27	\$ 215.44	\$ 1.31	\$ 0.88	\$ 217.90
EDD-UI/ETT 1st Qrt	\$ 876.96	\$ 4.78	\$ 834.78	\$ 30.20	\$ 7.20	\$ 876.96
District Benefits Totals	\$ 2,493.58	\$ 18.21	\$ 2,375.34	\$ 67.47	\$ 32.56	\$ 2,493.58
Salaries	\$ 9,720.44	\$ 56.34	\$ 9,286.08	\$ 253.76	\$ 124.26	\$ 9,720.44
Line Items	\$ 11,153.03	\$ 2,177.11	\$ 7,219.72	\$ 1,284.92	\$ 471.28	\$ 11,153.03
Total District Bills	\$ 23,367.05	\$ 2,251.66	\$ 18,881.14	\$ 1,606.15	\$ 628.10	\$ 23,367.05

Totals From District Bills Listing

***IRS - FUTA

WE ARE EXEMPT FROM THIS - ljb 1/11/10

Approval of Minutes, Reg. Mtg. 3/2/10.

Larry Doss: **Motion to approve April 6, 2010 Bills and Minutes of 3/2/10.**

Trina Marquis: **Seconds Motion.**

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

NEW BUSINESS

Public Hearing: Proposed Amendment to Ordinance, for Septic Tank Inspections.

Open Public Hearing: 2:11pm.

Board and Public Discussion: Assembly Bill AD885, effective July 2010.

Reminders to property owners to be sent with O&M billing.

Close public hearing: 2:15pm.

Public Hearing: Proposed Amendment to Ordinance, Board Meeting Time and Place.

Open Public Hearing: 2:18pm.

Board and Public Discussion

Close Public Hearing: 2:22pm.

Chris Gallagher: Recommendation to introduce ordinance amendments: 5.07.030 and 2.02.010 and waive the first reading of these amendments.

Larry Doss: **Motion to waive first reading these two ordinance amendments.**

Bill Keller: **Seconds Motion.**

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

SCSD Policy Handbook Policies Review

Chris Gallagher: Board members each received a CD of handbook policies for review. Hard copies provided to those who don't have access to a computer. CD or hard copy available to the public by request. Board Discussion: Special Meeting to be scheduled to discuss policies.

CONTINUING BUSINESS

Authorization to Proceed with Assistance to RV Park Connection to District Sewer System.

Discussion by Chris Gallagher and Mike Arnold.

Bill Keller: **Motion to accept Chris Gallagher's recommendations, work with Mike Arnold, make necessary changes and give John Monticelli the authority to sign as board president.**

Trina Marquis: **Seconds Motion**

Board Polled: **Unanimous Vote-Aye**

John Monticelli: Thanks to Larry Doss for bird-dogging this issue.

Approval of Building Remodel Contractor.

Chris Gallagher: On March 19th at 11:00 we had 5 companies turn in bids. Hat Creek Construction's bid of \$497,708.50 was determined to be the lowest bidder. It was submitted to USDA and approved. Pre-Construction meeting scheduled for April 26th. USDA will once again review Hat Creek's contract then brought back to the Board review at the May 4th 2010 regular meeting. Bid includes generator

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

RESOLUTION NO. 2010-04

April 6, 2010

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
SPALDING COMMUNITY SERVICES DISTRICT ACCEPTING LOW BID FOR THE OFFICE ADDITION/REMODEL,
NEW SHOP BUILDING AND ASSOCIATED WORK, NEW PUMP AND WELL SYSTEM**

WHEREAS, there were five construction companies that submitted bids for the above listed project, with bids ranging from \$908,725.99 to \$497,708.50, and

WHEREAS, of the five bids received and opened on March 19, 2010 at 11:00 a.m., Hat Creek Construction has been determined to be the low bidder with a bid of **\$497,708.50**, and

WHEREAS, the USDA and District engineers have checked the bid documents and approved moving forward.

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

The Board adopts this resolution to accept the bid of Hat Creek Construction for the Spalding Office addition/remodel, new shop building and associated work, new pump and well system.

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

AYES _____

Directors:

NOES _____

Directors Absent _____

John Monticelli

Trina Marquis

Bill Keller

Larry Doss

ATTEST:

Chris Gallagher, Secretary/General Manager

Larry Doss: **Motion to adopt Resolution 2010-4.**

Bill Keller: **Seconds Motion**

Public Comment: Clarification that bid includes generator.

Board Polled: **Unanimous Vote-Aye**

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

None

GENERAL MANAGER REPORT

Chris Gallagher: Presents monthly report

SPALDING COMMUNITY SERVICE DISTRICT MONTHLY REPORT	April 2010
March 2010	

	2010	2009	
No. of Wastewater Hookups	542		
No. of Permits Purchased	587		
No. of Tanks Billed per 1/4	644		
No. of Parcels Taxed on Bond	909		
Gallons of Wastewater Flow	194,035	gallons	
		Flows are for 31 days	
Lift Station #1	27,475		gallons
Lift Station #2	79,524		gallons
Lift Station #3	36,717		gallons
Lift Station #4	50,319		gallons
Ponds	NA	gallons	
Total Wastewater Call-outs	1		
Total Income for Month	\$4,904		
Sewer	\$2,930		
Marina	\$1,940		
Fire	\$34		
Receivable turnover Ratio	4.7%	77 days	
Total Expenditures Month	\$23,367		
Total Number of Employees	5	Bubba added	
Total Hours Worked	551		
Salaries	\$7,860		
Paid Vehicle Parking	0		
Annual Parking Permits Sold	24		
Annual Add Veh Parking Permit	14		
Doc Permits Sold	0		
Total Hours of Fire Training	8		
Total Fire Calls	4		

Notes:

- * We received 5 bids for the remodel and Maintenance building, two of which were within our budget
- * Ray and I have been working on speeding up the process to empty the dredging ponds
- * Beginning to move items from areas to be remodeled into storage
- * Proposed Policy Manual is complete and Directors will be given CD to review
- * Working on improving the Workamper parking area at the Marina. New tree and grass
- * Fire Department has new phone number, 825-3303.

Bill Keller: Suggest the District look for a newer life support rig.

Chris Gallagher: Researching grants to assist the Fire Department and applied for a 50% matching grant to purchase new radio equipment. Looking into used equipment. Spediacci's are working on the ISO Rating.

Bob Pyle: Suggest contacting Chip Jackson for homeland security grants.

PUBLIC COMMENT

None

ADJOURN

Bill Keller: **Motion to Adjourn**

Larry Doss: **Seconds Motion**

Board Polled: **Unanimous Vote-Aye**

Next regular meeting is scheduled for May 4, 2010 at 2:00pm.

Board to Sign Approved Expenditures

Virginia Bruce assisted transcribed these minutes. These minutes were transcribed from audio tape. Every effort was made to record all comments accurately. Some comments may have been edited to try to get thoughts across.