



SPALDING COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

TELEPHONIC
MEETING AGENDA
SEPTEMBER 18, 2020
3:00 PM

MEMBERS OF THE BOARD
MIKE ARNOLD, BOARD CHAIR
TED THOMAS, BOARD VICE CHAIR
LARRY DOSS, DIRECTOR
ED LAWSON, DIRECTOR
DARREN READ, DIRECTOR

MEETING ACCESS:
PURSUANT TO GOVERNOR'S ORDER N-29-20
THIS MEETING WILL BE CONDUCTED VIA TELECONFERENCE
THE PUBLIC MAY ELECTRONICALLY ATTEND THE MEETING
VIA TELEPHONE: (701)779-9724
VIA WEB: [HTTP://JOIN.FREECONFERENCECALL.COM/EAGLELAKESCS](http://join.freeconferencecall.com/eaglelakescsd)
ONLINE MEETING ID: EAGLELAKESCS

Welcome to the SCSD Board Meeting! Members of the public may provide public comment on any item on the Board's agenda. A person seeking to address the Board may submit their comments via email to generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting. The Board Secretary will read all timely received comments during the board meeting. If your comment is directed to a particular agenda item, please note the item number in your email. Public comments are limited to five (5) minutes, unless the Chairperson of the Board grants a longer period of time. A group representative addressing the Board is limited to fifteen (15) minutes, or longer, as the Chairperson deems necessary. Comments by members of the public on an item that appears on the agenda will only be allowed during consideration of the item by the Board.

THIS MEETING IS BEING HELD IN ACCORDANCE WITH THE BROWN ACT AS CURRENTLY IN EFFECT UNDER THE STATE EMERGENCY SERVICES ACT, THE GOVERNOR'S EMERGENCY DECLARATIONS RELATED TO COVID-19, AND THE GOVERNOR'S EXECUTIVE ORDER N-29-20 ISSUED ON MARCH 17, 2020 THAT ALLOWS ATTENDANCE BY MEMBERS OF THE DISTRICT, DISTRICT STAFF, AND THE PUBLIC TO PARTICIPATE AND CONDUCT THE MEETING BY TELECONFERENCE, VIDEOCONFERENCE, OR BOTH.

PUBLIC COMMENTS ON AGENDIZED ITEMS MAY BE SUBMITTED VIA EMAIL TO GENERALMANAGER@SPALDINGCSD.ORG OR VIA TELEPHONE AT 530-825-3258 AT LEAST TWO HOURS PRIOR TO THE START OF THE MEETING.

CALL TO ORDER

ROLL CALL

___ Mike Arnold

___ Ted Thomas

___ Larry Doss

___ Ed Lawson

___ Darren Read

1. **PLEDGE OF ALLEGIANCE**

2. **APPROVAL OF THE AGENDA**

3. **GENERAL MANAGER REPORT**

4. **FIRE CHIEF REPORT TO BOARD**

There were 5 calls for the month of August.

5. **PUBLIC COMMENT** – Any person may submit a comment on any topic that is not listed on this agenda via email at generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting. Please note, any topic that requires action will be referred to staff for a report and action at a subsequent meeting. Please wait to speak to items listed on the agenda until their time for discussion. Presentations are subject to a five-minute limit.

6. **APPROVAL OF MINUTES**

- a. Submitted for approval are the minutes from the August 21, 2020 Board of Directors meeting.

Action requested – APPROVE BOARD MINUTES FOR AUGUST 21, 2020 AND AUTHORIZE THE BOARD MEMBERS PRESENT TO SIGN

7. **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine by the Board of Directors. There will be no separate discussion on these items. Any member of the public or the Board of Directors may request removal of an item from the consent calendar to be considered separately.

None

8. **PUBLIC HEARINGS**

None

9. **BOARD MEMBER / COMMITTEE REPORTS / BOARD MEMBER COMMENTS**

(Pursuant to California State law, the Board is prohibited from taking action on any item not listed on the agenda)

10. **NEW BUSINESS**

- a. Special Assessment for Fire Fees

There were no changes to the assessment for fire fees this year.

Action Requested – Approve and sign report to the county.

- b. Approval of \$3,486.24 to Aqua Sierra Controls, Inc.

Aqua Sierra Controls, Inc. will supply the district with cellular antennas and accessories for the SCADA communications.

Action Requested – Approve \$3,486.24 to Aqua Sierra Controls, Inc. for cellular antennas and accessories.

11. **CONTINUING BUSINESS**

- a. Permanent Barrier in Back of District Office

Kunsmen Fence Company, who supplied the current fencing around the community center, submitted a proposal for the permanent barrier which is attached.

Action Requested – Discuss Kunsmen Fence Company bid and if the board decides to move forward accept the bid or consider further action.

12. **CLOSED SESSION**

None

13. **ADJOURN**

Next regular meeting is scheduled for October 16, 2020 at 3:00 p.m.

Information and Procedures Concerning the Agenda and Board of Directors Meetings

Meeting Information:

Meetings are generally held the third Friday of each month. Meetings start at 3:00 p.m. and are held in the Eagle Lake Community Center, 502-907 Mahogany Way, Susanville. At the end of each year the Board adopts a meeting schedule for the upcoming year. Meeting dates can be changed as a result of holidays or other events so please check the meeting calendar to be certain. Copies of the adopted meeting calendar for the year are available in the District Office or on the District's website.

Agenda Information:

The agenda for every meeting of the Board is posted in front of the District Office at least 72 hours before each meeting (24 hours before a special meeting) and is also available on the District's website. A copy of the agenda and supporting materials provided to the Board of Directors members to explain each agenda item (excluding documents that are not a public record within the meaning of the Public Records Act) are available for your review at the District Office (please do not remove items from these files), and on the District website. Copies of supporting materials can be made for you at a charge to cover costs.

Agenda Format and Meeting Order:

The agenda is usually organized into the following areas and meetings generally proceed in the following order:

1. **Pledge of Allegiance.**
2. **Approval of Agenda.**
3. **General Manager Report to Board.**
4. **Fire Chief Report to Board.**
5. **Public Comment:** this is the area of the agenda where members of the audience may address the Board on any matter not listed on the agenda. The Board, by law, cannot take action on any matter not listed on the agenda, but may respond to statements or questions and provide staff direction. Pursuant to Governor's Order N-29-20, public comments may be submitted via email to generalmanager@spaldingcsd.org or via telephone at 530-825-3258 at least two hours prior to the start of the meeting.
6. **Approval of Minutes:** this is the time for the board to approve the minutes from the previous board meeting.
7. **Consent Calendar:** these are items that are considered routine and are handled by one motion and vote of the Board. If you wish to discuss any item on the Consent Agenda you can either fill out a speaker card (located in the

back of the board room) and give it to the Clerk of the Board (sitting to the left of the Board) or, when the Chair asks if there is anything anyone would like to remove from the Consent Agenda, stand and approach the podium and request the item be removed. The removed items are discussed at separately.

8. **Public Hearing and Timed Items:** this is where items that are required by law to be heard as a public hearing are set. This is the section where appeals before the Board are usually discussed. Hearings may start after the time listed, but will never start before the time listed.
9. **Board Members Reports / Committee Reports:** this is where board members can speak on any conferences, workshops, meetings or other activities SCSD General Interest including AB1234 travel reports.
10. **New Business:** this is where presentations to the Board and items that require full discussion are heard.
11. **Continuing Business:** this is where staff and board can engage on business matters on-going or previously heard.
12. **General Managers Report:** this is where the GM informs the board on any current activity or situation occurring in the district.
13. **Closed Session:** The Board is authorized, by law, to meet in a closed session in certain circumstances. This area of the agenda identifies those items that will be discussed during the closed session.
14. **ADJOURNMENT:** this is the time that the board conclude the current meeting and sets the date, time and location for the following special or regular scheduled board meeting.

Public Participation:

It is the policy of the Board of Directors, and a requirement of the California Open Meetings Law, to allow members of the public the opportunity to comment on all matters before the Board. Public participation is limited to matters within the subject matter jurisdiction of the Board pursuant to Government Code Section 54954.3. The Board has adopted policy and procedures to facilitate the meeting process and conduct.

The Board of Directors is committed to making its proceedings accessible to all citizens. Individuals with special needs should call the District Office at 530.825.3258, Tuesday through Friday, 9:30 a.m. to 3:30 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents should be made 48 hours prior to the meeting to ensure adequate time to provide the requested accommodation. **All accommodation requests will be processed swiftly and resolving any doubt in favor of accessibility.**

September 2, 2020

Taya Short:

Re: Secured Collections Fire Assessment;

After reviewing the records and checking the numbers I find that there is no change from last year.

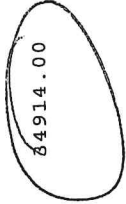
I will get this on our next agenda for signatures and get it to you...

Sharon Moats

RUN DATE : JUN 4, 2020 10:40:45
PERIOD: TXN 0 THRU *****

SECURED COLLECTIONS
DIRECT ASSESSMENT LISTING
AGENCY SELECTED : 508/SPALDING FIRE

TRA CODE	PARCEL NUMBER	INST. #1	INST. #2	TOTAL DUE	THIS PERIOD	YEAR-TO-DATE	TOTAL UNPAID
RA 080009	TO 1275:	17439.00	17439.00	34914.00	32871.00	32871.00	2043.00
FUND T	1275 :	17439.00	17439.00	34914.00	32871.00	32871.00	2043.00





Aqua Sierra Controls, Inc.
1650 Industrial Drive, Auburn, CA 95603
Cell (530) 305-3390 Office (530) 823-3241
jlane@aquasierra.com www.aquasierra.com
CA Contractors License A, C-10 474023
CA Small Business Certification #1162
CA DIR #1000003631

IT Services - SCADA – UL508 Panel Shop – Pump Controllers
NIST Traceable Instrument Calibrations & Maintenance

Spalding Community Services District
Susanville, CA

Attention: Mr. Ken Coffey
CC: Mrs. Sharon Moats

Phone: 530-825-3258

Subject: Proposal for Cellular Antennas and Accessories
Project: SCADA Communication System

Proposal # QJ06769
August 28, 2020

Hello,

The following is our proposal for the cellular antennas and accessories that you requested for the SCADA communications. These antennas are specifically designed to work with your Cradle Point IBR650 Routers.

Equipment

- (5) Parsec Technologies PRO2D2L01BS Doberman Antenna PRO2D 2LTE 1FT Black Short Bolt, SMA Male
- (5) Parsec Technologies PC2002L20SFSM 2:1 LMR200 Cable Kit for 2 In 1 Antenna, 20 Feet Long, SMA Female to SMA Male
- (5) Parsec Technologies PTA0149 Pole Mount Bracket for Doberman Antenna

Proposal Total \$3,486.24 (Cash, Check, ACH, Wire Transfer)

Proposal Total \$3,660.55 (Payment Portals or Credit Cards)

Items included

1. Shipping and handling
2. Sales tax

Exclusions

1. Items not in our scope of work
2. Specialty insurance beyond our standard two million dollars coverage
3. Bonds, fees or permits
4. Prevailing wage rates
5. Underground work, trenching, back filling
6. NETA testing
7. Union requirements or signatories
8. Installation

Please let me know if you have any questions.

Thank you,

Josh Lane
Sales Manager

By placing this order, you agree to our Terms & Conditions posted on our website www.aquasierra.com





PROPOSAL



FENCE COMPANY

P.O. Box 358 | Portola, California 96122

Office (530) 832-4998

Cell (530) 249-2887

Fax (530) 832-4561

PROPOSAL SUBMITTED TO Spaulding Community Service District	PHONE 530-825-3258	DATE September 10, 2020
STREET 502-907 Mahogany Way	JOB NAME	
CITY, STATE AND ZIP CODE Susanville, CA 96130	JOB LOCATION	

We hereby submit specifications and estimates for

1. Install approximately 50 lineal feet of 6' high chain link fence. \$2,804.00

Install 1 - 10' double drive gate.

2. Install approximately 50 lineal feet of 6' high chain link fence. \$2,945.00

Install 1 - 12' double drive gate.

This is a prevailing wage quote. DIR# 1000014126 CSLB# 263770

NOTICE TO OWNER (Section 7019 – Contractors License Law) - Under the Mechanics' Lien Law, any contractor, subcontractor, laborer, materialman or other person who helps improve your property and is not paid for his labor, services, or material, has a right to enforce his claim against your property. Under the law, you may protect yourself against such claims by filing, before commencing such work of improvement, an original contract for the work of improvement or a modification thereof, in the office of the county recorder of the county where the property is situated and requiring that a contractor's payment bond be recorded in such office. Said bond shall be in an amount not less than fifty percent (50%) of the contract price and shall, in addition to any conditions for the performance of the contract, be conditioned for the payment in full of the claims of all persons furnishing labor, services, equipment or materials for the work described in said contract.

WE PROPOSE hereby to furnish material and labor – complete in accordance with above specifications, for the sum of

This line intentionally left blank dollars (\$))

Payment to be made as follows

Payment is due upon completion of job. Add 3% if paying with a debit or credit card.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tomado and other necessary insurance. Our workers are fully covered by Workmen's Compensation.

Authorized Signature Tom Burnett

Note: This proposal may be withdrawn by us if riot accepted within 15 days

ACCEPTANCE OF PROPOSAL – The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance _____

Signature _____

KUNSMAN REPAIR NOT RESPONSIBLE FOR UNDERGROUND UTILITIES _____

Kunzman Fence Company is not responsible for the following unless written directly in the proposal as a line item.

Exclusions as Indicated:

Water Lines, Sewer Lines, Sprinkler Lines, Surveying, Staking, Dust Control, Noise Control, Temporary Fence, Clearing/Grubbing, Haul Away, Back Filling, Grading, Compacting, Core Drilling, Traffic Control, Saw Cutting, Grounding of Fence/Gate, Determination of Property Lines and/or Easements, Special Insurance Endorsement Requirements, Insurance Liability Limits over \$1,000,000.00, Bid Payment and/or Performance Bond Costs and Fees, Obtaining, Filing or Paying for any/all Permits, Planning, Engineering and Fines when applicable, Fire Department Codes, Tree/Root Damage, Asphalt or Concrete Damage/Repair.

Kunzman Fence Company is a Fully Insured Contractor with Insurance Certificates available upon request.

Conditions:

It is understood and agreed that Kunzman Fence Company shall not be held liable for any loss, damage or delays due to fire, disturbed labor conditions, materials stolen after delivery to job site, accidents, material shortages or delivery delays from Kunzman Fence Company suppliers, inclement weather or other causes beyond the control of Kunzman Fence Company. Prices quoted in this proposal are conditional to acceptance of proposal within fifteen days from contract date listed above. The buyer may cancel this transaction at any time prior to the third business day after the date of this transaction. Any transaction canceled after the third business day will be subject to a **20% restocking fee**. Special orders require a **NON-REFUNDABLE deposit of 50% of the contract value**.

THE RETURN TO US OF THIS SIGNED PROPOSAL SHALL CONSTITUTE A CONTRACT. CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTOR'S STATE LICENSE BOARD. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR OF THE BOARD AT: CONTRACTOR'S STATE LICENSE BOARD - 1020 N. STREET - SACRAMENTO, CA 95814 OR VISIT: WWW.CSLB.CA.GOV

KUNSMAN FENCE COMPANY IS NOT RESPONSIBLE FOR LOCATIONS/DAMAGES TO UNDERGROUND LINES OR LOCATION OF PROPERTY LINES.



Kunzman Fence Co. Initials

Buyers Initials