

**SPALDING COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
REGULAR MEETING
January 8, 2026
Minutes – DRAFT**

APPROVED BY DIRECTORS

Kathy Claytor _____
 Ellen Stallings _____
 Jerald Oliver _____
 Scott Hagen _____

1. CALL TO ORDER by Kathy Claytor at 1:00 pm

2. <u>ROLL CALL</u>	<u>Present</u>	<u>Not Present</u>
Kathy Claytor	_ X _	
Ellen Stallings	_ X _	
Jerald Oliver	_ X _	
Scott Hagen	_ X _	

3. PLEDGE OF ALLEGIANCE

Chairwoman Claytor led the Pledge of Allegiance

4. APPROVAL OF THE AGENDA

Motion: To approve the agenda for January 8, 2026.

First: Director Oliver

Second: Director Hagen

Roll Call: Ayes – Kathy Claytor, Ellen Stallings, Jerald Oliver, Scott Hagen

Public Comment: None

Board Comment: None

5. PUBLIC COMMENT

D. James thanked the Board for setting up the meeting regarding the mountain lions in the area.

K. Graton distributed a checklist regarding a high performing district’s best practices to the Board and audience. These are suggested guidelines for special districts and may help the district with future grant applications.

6. APPROVAL OF MINUTES

Motion: To approve the minutes for December 11, 2025.

First: Director Stallings

Second: Chairwoman Claytor

Roll Call: Ayes – Kathy Claytor, Ellen Stallings, Jerald Oliver, Scott Hagen

Public Comment: None

Board Comment: None

7. INTRODUCTION OF NEW EMPLOYEES

Ken Ward, Interim General Manager, introduced Mike Garcia as the Administrative Assistant and Brad Mallory as Sewer Technician. He thanked David Handy for all his work on the sewer and wished him well in his retirement.

Public Comment: None

Board Comment: None

8. PRESENTATION BY LAHONTAN WATER BOARD

Mike Reese and Trevor Miller from the Lahontan Water Board gave background information on where the district currently stands with compliance with the sewer system. The men gave a brief introduction of their agency and what they are responsible for monitoring. They also work concurrently with the State Water Board. Currently the district has several violations that need to be addressed before they are reported to the State Water Board. Right now, the violations are at the lowest level of enforcement but will move up if the district can't show reasonable action. Ken Ward will post their PowerPoint presentation online.

Public Comment: None

Board Comment: The Board thanked the men for coming and sharing the information

9. PRESENTATION BY THE STATE WATER BOARD

They were unable to attend.

10. BCM CONSTRUCTION SEWER REPAIR AND MAINTENANCE

Ken Ward is working with Todd Carroll from BCM Construction (located in Chico, California) to repair issues with the sewer system to bring it up to compliance as quickly as possible. T. Carroll will submit a contract for proposed work for Board approval. Carroll also suggested looking at grant opportunities for the work needed.

Public Comment: **K. Graton** asked if T. Carroll's proposal will include an ongoing maintenance plan. T. Carroll said it would include an ongoing maintenance plan with a guaranteed maximum price.

Board Comment: None

11. CYBER SECURITY GRANT

K. Ward updated the Board on the status of the Cyber Security grant. This \$75,000 grant will allow the district to get new computers and pay for VC3 which provides IT services to the district. The district purchases the equipment first and then is

reimbursed from the grant. K. Ward and the Board thanked Sheryl Alvernaz, a volunteer, for all her help with the grant.

Public Comment: **T. LoBue** asked if there were bills attached to the agenda. K. Ward reported that the ledger attached includes bills that the district has already spent and will be reimbursed for.

D. Handy spoke on VC3 and the need for it. VC3 provides IT support for the district, training for hacking, protection against hacking, and is necessary for the sewer monitoring system (SCADA). Most of the cost for VC3 would be paid from the cyber security grant.

Board Comment: **E. Stallings** reported that bills have been submitted for reimbursement.

K. Claytor reported that it takes 60-90 days for the reimbursement to happen.

12. VOLUNTEERS/REPORT ON VOLUNTEERS AND REQUEST FOR MORE

K. Ward spoke on the need for community volunteers.

Public Comment: None

Board Comment: **J. Oliver** reported the district was founded on volunteers including the building of the community center.

K. Claytor thanked the people that have been helping in the office.

13. FIRE DEPARTMENT REPORT

Fire Chief, Frank Muse, reported that the fire department responded to 2 fire, 0 vehicle and 6 medical calls this month. The hotel fire is still under investigation but has been cleared for cleanup. The grasshopper facility is now closed for the season, and Muse reminded the community that help is potentially 45 minutes or more away. Spalding and Stone's fire departments will be holding a town hall meeting to discuss the mission of their departments and what the communities can expect from them. The fire department was visited by Cal-Osha. 7 violations were found and 6 have been cleared up.

14. WASTEWATER REPORT

K. Ward reported that Brad Mallory will be taking classes to get certified for the sewer. There was discussion on the certification process and possible extensions or exemptions. **M. Garcia**, Administrative Assistant, introduced himself to the community and thanked the Board and office for a warm welcome. Garcia will be working with staff and Board on resolving district issues.

Public Comment: **K. Graton** spoke on the sewer system and certification for Mallory.

Board Comment: None

15. BOARD REPORTS

Kathy Claytor: None

Ellen Stallings: Reminded the community of the Board vacancy left when Glyne Johnson resigned. Any interested person can pick up an application in the office. The position needs to be filled by February 9, 2026. If no one volunteers it will be turned over to the county who will appoint someone. E. Stallings also recognized the passing of our congressman Doug LaMalfa.

Jerald Oliver: Spoke on SB 827 new mandates for fiscal and financial training requirements. There will be a class on March 4, 2026, for interested parties.

Scott Hagen: Has been working with the office staff on quarterly billings to save the district money.

16. NEW POLICY 5090

Director Stallings read the new policy.

Motion: To approve Policy 5090

First: Chairwoman Claytor

Second: Director Oliver

Roll Call: Ayes – Kathy Claytor, Ellen Stallings, Jerald Oliver, Scott Hagen

Public Comment: None

Board Comment: None

17. CURE AND CORRECT

Ken Ward spoke on the Cure and Correct violations the district has received.

Public Comment: None

Board Comment: None

18. ADJOIURNMENT

The meeting was adjourned at 2:16 p.m.

Motion: To adjourn the meeting

First: Director Stallings

Second: Director Hagen

Roll Call: Ayes – Kathy Claytor, Ellen Stallings, Jerald Oliver, Scott Hagen

Next meeting: February 12, 2026, at 1:00 p.m.