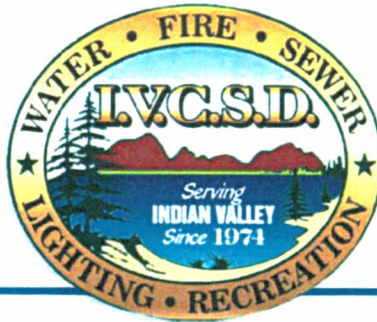


Indian Valley CSD
Mail: PO Box 207
Crescent Mills, CA. 95934
127 Crescent Street #1
Greenville, CA. 95947
530.284.7224 Phone
ivcsd@frontiernet.net



Board of Directors
Wanda Carpenter
Bob Orange
Susan Doran
Kristine Gorbet
Roger Cherry

www.indianvalleycsd.com

AGENDA

IVCSD REGULAR MEETING OF THE BOARD WEDNESDAY, JULY 13, 2022, AT 6:30 P.M.

TAYLORSVILLE HISTORIC HALL, 4322 MAIN STREET TAYLORSVILLE, CALIFORNIA 95983

1. Call to Order/Roll Call:
 - Board Clerk Titcomb will call the roll and confirm a quorum.
2. Pledge of Allegiance:
 - Board Chair will lead the group in the pledge.
3. Approve the Agenda:
 - Discussion/Action:
4. Public Comment:
 - *This portion of the agenda may be utilized by any member of the public to address and voice concerns, or issues to the Board of Directors on any matter that is **NOT** on the agenda within the jurisdiction of the IVCSD. Depending upon the subject matter, the Board of Directors may be unable to respond at this time, or until the specific item is placed on the agenda at a future IVCSD Board Meeting in accordance with the Ralph M. Brown Act, or as decided upon by the Board Chair.*
5. Director Gorbet becomes Board Chair and a Vote to Elect a New Vice Chair.
 - Discussion/Action:
6. Water Systems and Sewer Systems Update.
 - Plan for Utilities Management/Job Description Included.
 - Taylorsville Wastewater, Crescent Mills Water Treatment, Greenville Water and Wastewater Status Updates.
 - Discussion/Action.
7. Financials Report.
 - List of Checks for June 2022.
 - Profit & Loss Statements and Budget vs Actual.
8. IVCSD Preliminary Budget "Public Hearing" 2022-23 Budget Approval.
 - Public Hearing was noticed in the local press for the IVCSD 2022-23 Preliminary Budget Adoption.
 - Discussion/Action.



9. Board of Director's Action Plan Document, Weekly Meetings, Update:
 - Vice Chair Gorbet Reporting on Actions and Progress for FEMA and Non-FEMA Projects, and Assignments.
 - Discussion/Action:
10. Greenville Community Park Update/Rotary Meetings.
 - Discussion/Action.
11. Taylorsville Chuck Clay Park/I.V. Pool Update.
 - Tree Removal by J&C Enterprises.
 - Discussion/Action.
12. Fire Department Report.
 - Acting Chief Orange, Written Report in the Packet.
 - Propose a Request for a Cal-Fire, Fire Station to be Built in Greenville.
 - Insurance Update, Vehicles, Buildings, Liability.
 - Language in Policy and Procedures for Active Fire Volunteers.
 - Discussion/Action.
13. Approval of Minutes.
 - Sets of Minutes will be Included in the Board Packet.
 - Discussion/Action.
14. Adjournment
 - Discussion/Action.

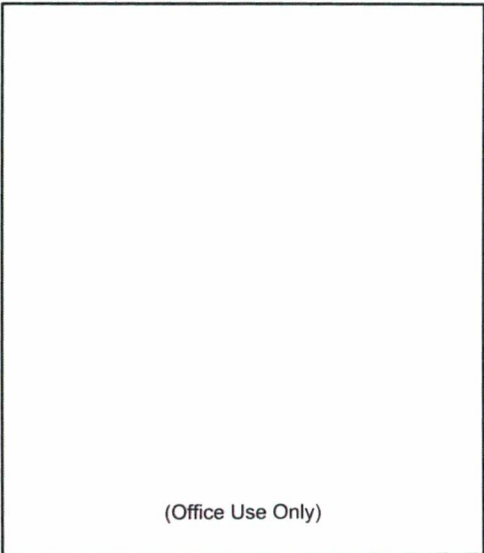
REASONABLE ACCOMMODATION: *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at 530-284-7224. Notification 72 hours prior to the meeting will enable the IVCSD to make reasonable arrangements to ensure accessibility [28 CFR 35 .102.35.104 ADA Title II].*



State of California Secretary of State

STATEMENT OF FACTS ROSTER OF PUBLIC AGENCIES FILING

(Government Code section 53051)



Instructions:

1. Complete and mail to: Secretary of State,
P.O. Box 942870, Sacramento, CA 94277-2870 (916) 653-3984
2. A street address must be given as the official mailing address or as the address of the presiding officer.
3. Complete addresses as required.
4. If you need additional space, attach information on an 8½" X 11" page, one sided and legible.

New Filing Update

Legal name of Public Agency: Indian Valley Community Service(s) District

Nature of Update: Board Chair Election

County: Plumas County

Official Mailing Address: PO Box 207, Crescent Mills, CA. 95934-0207

Name and Address of each member of the governing board:

Chairman, President or other Presiding Officer (Indicate Title): Chairperson

Name: Krisi Gorbet Address: Gorbet Point, Crescent Mills, CA. 95934

Secretary or Clerk (Indicate Title): Board Clerk

Name: Jeff Luke Titcomb Address: 37910 Old Highway Road, Quincy, CA. 95971

Members:

Name: Roger Cherry Address: 116 Hot Springs, Greenville, CA. 95947

Name: Susan Doran Address: 7275 North Valley Road, Greenville, CA. 95947

Name: Bob Orange Address: 3405 Diamond Mountain Road, Greenville, CA. 95947

Name: Wanda Carpenter Address: 333 Kinder Avenue, Greenville, CA. 95947

Name: Krisi Gorbet Address: Gorbet Point, Crescent Mills, CA. 95934

RETURN ACKNOWLEDGMENT TO: (Type or Print)

July 13, 2022
Date

NAME [Indian Valley CSD]

ADDRESS [PO Box 207]

CITY/STATE/ZIP [Crescent Mills, CA. 95934-0207]

Signature

Jeff Luke Titcomb- Board Clerk
Typed Name and Title

Indian Valley Community Services District

JOB ANNOUNCEMENT

Application Deadline: July 29, 2022 – Applications will be reviewed on an ongoing basis.

Submit a completed IVCS D Application for Employment in person to the IVCS D office (127 Crescent Street, Greenville) or by email to adam@sectaris.partners

Job Description – Utility Manager

Description. Under supervision of the General Manager, the Utility Manager assists the General Manager in: overseeing Water and Wastewater construction, repair and maintenance; trains new employees in methods, equipment and practices used in said construction, repair and maintenance; oversees construction projects and street repair; operates backhoe, snow removal equipment and specialized water and wastewater equipment; assists in the construction and maintenance of District property and infrastructure; consults with the General Manager on general priorities, plans and policies; recommends and submits projects to the General Manager for inclusion in the annual budget; insures that operations, plans and personnel are sufficient to meet day-to-day as well as emergency situations; meets customers and resolves complaints and problems; assists in the evaluation of subordinates work performance; conducts training programs; completes requisitions for parts and supplies; shares standby and emergency responsibilities with other field personnel when required, prepares and submits required reports to regulatory agencies.

Example of Duties:

Supervise and assists contractors and personnel in excavating for services using a backhoe, hand and/or power tools, set service saddles on mains and operates tapping equipment, runs service lines, set meter yoke, meter and meter boxes; assists in the repair of broken water and sewer mains, services, fire hydrants, etc.; learns location of valves, meters and manholes; reads and sets water meters; rods, cleans and flushes sewers; tests backflow prevention devices; assists in pump and motor repairs and maintenance; general housekeeping of District facilities; performs water turn-on and turn-offs; works under a variety of weather conditions; able to be on-call during off duty periods when directed by the GM, generally available to respond to night and weekend emergencies; assist with data entry and reports to the State; reviews and approves utility personnel time sheets; provide performance reviews to subordinate personnel: follow established District procedures, polices and safety requirements; other related duties as may be required.

Qualifications and Requirements:

Possession of and ability to maintain the following State of California Operator certifications:

State Water Resources Control Board Grade II Wastewater Treatment Plant Operators Certificate (or higher)

Indian Valley Community Services District

State Water Resources Control Board, Division of Drinking Water, D-2 Water Distribution Operator Certificate (or higher)

Possession of a valid California driver's license with a driving history acceptable to the District's insurance carrier.

Ability to operate heavy equipment and adhere to all safety standards and requirements for work in confined spaces, on roadways, and other hazard areas.

Successful applicant shall have a one (1) year probationary period.

Compensation:

The Utility Manager position is compensated on an hourly basis which is established by the Board of Directors on an annual basis. Subject to qualifications and experience, the incumbent will have a starting wage between \$40 and \$45 per hour.

All District benefits as applicable to full-time employees will apply to this position. IVCSD offers 100% District-paid health insurance for employees and dependents. Employees are eligible for a 457 deferred compensation plan with up to 3% of employee contributions matched by the District.

Indian Valley Community Services District is an Equal Opportunity Employer.

The information contained herein is subject to change and does not constitute an expressed or implied contract.

June Checks 2022

IVCSD

Check Number	Pay To The Order Of	Amount	Purpose of Expense	Expense Code	Dept.
13719	Pace Analytical	\$ 2,035.60	Water-Wastewater Testing	40062	Water
13720	Feather River Solar Electric	\$ 77.04	Taylorsville Fire Solar Project	40051	Fire
13721	Frontier Communications	\$ 16.91	Phone-Fax-Internet	40024	Admin
13722	Hi-Tech Frame and Repair	\$ 3,887.02	Fire Truck Paint	40031	Fire
13723	Jean Johns	\$ 750.00	Office Rent	40026	Admin
13724	Mandy McGarva	\$ 850.00	Accounting	40031	Admin
13725	Neff's Mobile Detailing	\$ 390.00	Truck Maintenance-Cleaning	40031	Fire
13726	PAC Machine Co.	\$ 755.79	Temporary Sewer Pumps	40026	Sewer
13727	Sauer's Engineering	\$ 9,590.00	Engineering Services	50506	Water-Sewer
13728	Western Nevada Supply	\$ 6,118.16	Supplies	40056	Water-Sewer
13729	Employee Final Check	\$ 1,634.96	Wages	40010	Water-Sewer
13730	Employee Final Check	\$ 233.61	Wages	40010	Water-Sewer
13731	Andy Banchio Trucking	\$ 2,500.00	Hauling Gravel for Roads	40056	Fire-Sewer
13732	CA. State Disbursement	\$ 516.00	Garnishment	40010	Water-Sewer
13733	DeMartile Automotive	\$ 7,270.59	Truck Repairs	40042	Fire
13734	Evergreen Market	\$ 115.80	Supplies-Household-Office-Cleaner	40028	Admin-Fire
13735	Gordon Garcia	\$ 600.00	Labor	40031	Parks
13736	Hi-Tech Frame and Repair	\$ 2,956.43	Truck Painting	40042	Fire
13737	Law Office Greg Einhorn	\$ 297.00	Legal Counsel	40031	Admin
13738	McMaster-Carr	\$ 144.50	Supplies	40056	Water-Sewer
13739	Mountain Building Supply	\$ 645.77	Supplies	40056	Water-Sewer
13740	PAC Machine Co.	\$ 7,165.37	Rental Equipment	40026	Sewer
13741	Paul Garcia	\$ 700.00	Labor	40031	Parks
13742	Sectaris Partners	\$ 9,500.00	GM Services	40031	Admin
13743	Select Environmental	\$ 339,895.67	Debris Removal	40031	Split-All
13744	Smile Business Products	\$ 217.48	Copier-Printer	40026	Admin
13745	Streamline	\$ 200.00	Website	40025	Admin
13746	Wells Fargo	\$ 102.31	Copier-Lease	40026	Admin
13747	Western Nevada Supply	\$ 19,871.31	Supplies	40056	Water-Sewer
13748	Wild Hare Signs	\$ 1,541.14	Truck Decals	40031	Fire
13749	Employee Payroll Error	\$ 95.32	Payroll	40010	Admin

Indian Valley Community Services District

FY 2022/23 Budget

7/13/22 8:37 AM

Total Enterprise - Summary

	Wastewater	Water	Fire	Park	Greenville Lights	Taylorville Lights	Total	Admin
Revenues	25.8%	41.9%	25.0%	4.4%	2.5%	0.4%		
Service Charges	140,000	220,000	-	-	-	-	360,000	-
Water Use Revenue		80,000	-	-	-	-	80,000	-
Penalties	1,500	10,000	-	-	-	-	11,500	-
Property Taxes & Co Loan & USDA Reserves	15,000	15,000	150,000	35,000	20,000	3,300	238,300	-
Interest Revenue	-	1,000	-	-	-	-	1,000	4,000
Grant Revenue	-	450,000	20,000	-	-	-	470,000	-
Misc Revenue	50,000	9,500	50,000	-	-	-	109,500	4,500
Transfer In							-	339,560
Total Revenue	206,500	785,500	220,000	35,000	20,000	3,300	1,270,300	348,060
Expenses								
SALARIES AND BENEFITS								
Salaries & Wages	80,000	80,000	-	24,000	-	-	184,000	120,000
Overtime Wages	5,000	12,000	-	720	-	-	17,720	5,000
Pager Duty	2,600	2,600	-	-	-	-	5,200	-
EE Benefit	14,600	21,000	-	-	-	-	35,600	36,000
Workers Comp	3,500	3,800	7,500	412	-	-	15,212	6,500
Total Personnel Expense	105,700	119,400	7,500	25,132	-	-	257,732	167,500
SERVICES AND SUPPLIES								
Mapping & CAD & GIS & Software	-	2,000	-	-	-	-	2,000	7,000
Advertising/Legal Notices	100	50	-	-	-	-	150	1,500
Insurance - Liability	-	18,000	85,000	-	-	-	103,000	-
Communications	4,000	7,500	1,750	0	0	0	13,250	3,600
Food	1,000	250	800	50	0	0	2,100	0
Office Expense/Billing Stock, Supplies	1,500	1,600	600	-	-	-	3,700	8,000
Rent & Lease	500	1,000	-	-	-	-	1,500	18,600
Memberships	250	800	250	-	-	-	1,300	4,000
Bank Fees	1,500	2,000	-	-	-	-	3,500	-
Professional Services	12,000	25,000	80,000	-	-	-	117,000	120,000
Travel, Meetings & Training	2,000	2,500	15,000	-	-	-	19,500	7,500
Vehicle Expenses								
Fuel	7,500	7,500	12,000	300	-	-	27,300	500
Repairs	5,000	5,000	10,000	-	-	-	20,000	500
Mileage Reimbursement	500	500	-	-	-	-	1,000	1,800
Utilities								
Utility - Electrical	12,000	15,000	2,400	700	2,500	1,200	33,800	1,560
Utility - Garbage	-	25	-	2,000	-	-	2,025	-
Utility - Propane/Oil	500	2,000	1,500	200	-	-	4,200	250
Small Tools	2,500	3,000	1,200	200	-	-	6,900	-
Supplies	10,000	25,000	5,000	4,000	-	-	44,000	500
Postage	1,180	1,180	-	-	-	-	2,360	500
Repairs & Maintenance	20,000	20,000	5,000	20,000	-	-	65,000	250
State Required Eng./Testing Reports	5,000	16,000	-	-	-	-	21,000	-
Permits and Inspections	45,865	17,430	-	340	-	-	63,635	-
Safety	1,250	2,000	25,000	307	-	-	28,557	500
Property Tax	300	-	-	-	-	-	300	-
Transfer Out	87,616	142,350	84,858	14,850	8,486	1,400	339,560	-
Total Services and Supplies	222,061	317,685	330,358	42,947	10,986	2,600	926,637	176,560
Debt Service	24,582	193,028	15,712	-	-	-	233,322	-
USDA Reserve Requirement - 10% pmts/yr	-	-	1,571	-	-	-	1,571	-
Operating Reserve	-	-	-	-	-	-	-	-
Capital Improvements	125,000	450,000	25,000	10,000	3,500	-	613,500	4,000
Long Term Asset Reserve	-	-	-	-	-	-	-	-
RCAC/ Plumas County Debt Service/SRF	-	4,542	-	-	-	-	4,542	-
Total Expenses	477,343	1,084,655	380,141	78,079	14,486	2,600	2,037,305	348,060
Operating Income	(\$270,843)	(\$299,155)	(\$160,141)	(\$43,079)	\$5,514	\$700	(\$767,005)	-
Reserves (as of 5/31/22)	161,139	1,322,844	1,441,387	88,510	\$21,159	\$0	\$3,035,039	-
Expenses from Reserves During Period								
Total Remaining Reserves	\$161,139	\$1,322,844	\$1,441,387	\$88,510	\$21,159	\$0	\$3,035,039	-
Estimated Cash Balance As of 6/30/23	-\$109,704	\$1,023,689	\$1,281,246	\$45,431	\$26,673	\$700	\$2,268,034.89	-

7

Additional Project???									
New Standards for 3/4" Meters									
Insurance		Action Item(s):							
		Insurance - Gletfelter (Karl Thompson)							\$ (6,423,500.00)
		- Advance Payment (real property)		8/9/2021				\$ 100,000.00	\$ (6,323,500.00)
		- Real Property		9/15/2021				\$ 1,292,678.00	\$ (5,030,822.00)
		- Less Deductible		9/15/2021				\$ (5,000.00)	\$ (5,035,822.00)
		- Debris Removal		9/15/2021				\$ 19,881.76	\$ (5,015,940.24)
		- Debris Removal		9/15/2021				\$ 1,547.23	\$ (5,014,393.01)
		- Outdoor Property		9/15/2021				\$ 68,733.55	\$ (4,945,659.46)
		- Pollution Remediation		9/15/2021				\$ 456.25	\$ (4,945,203.21)
		- Trees, Shrubs, Plants		9/15/2021				\$ 25,000.00	\$ (4,920,203.21)
		- Lift Station Rental Pump		2/18/2022				\$ 26,850.72	\$ (4,893,352.49)
		Totals						\$ (6,423,500.00)	\$ (4,893,352.49)
		Action Items						\$ 1,530,147.51	\$ (3,800,000.00)
		Action Item(s):						\$ (3,800,000.00)	\$ (3,800,000.00)
		FEMA DI # Inventory List							\$ (3,800,000.00)
		1. Combine Clean up with County approved		2/1/2022		3/1/2022			\$ (3,800,000.00)
		2. Conduct Pre-Const Meeting with stakeholders		2/19/2022		2/19/2022			\$ (3,800,000.00)
		3. Board Approved NSF to draft a preliminary design		2/23/2022		2/23/2022			\$ (3,800,000.00)
		4. Send updated square footage 2975' vs 2500'		2/1/2022		3/1/2022			\$ (3,800,000.00)
		5. Request Pre-Construction Est from NFS		3/1/2022					\$ (3,800,000.00)
		6. Determine hourly rate for labor \$30-40		3/14/2022					\$ (3,800,000.00)
		7. Apply for Cal Fire Grant by May 4th							
		8. FEMA Content Grant							
		9. 100K from Sheriff							
		10. 325K from PDH							
		Allied World (Fire House) - Insurance							\$ (3,800,000.00)
		- Real Property Initial Payment				12/7/2021			\$ (3,800,000.00)
		- District Fire Trucks						\$ 250,000.00	\$ (3,550,000.00)
		-- Paint Fire Truck \$6500.00						\$ (200,000.00)	\$ (3,750,000.00)
		- District Tools							\$ (3,750,000.00)
		-- Don's Tools \$5710.00				2/18/2022		\$ 25,000.00	\$ (3,825,000.00)
		- Real Property Balance Payment				2/18/2022		\$ 5,710.00	\$ (3,819,290.00)
		TOTALS				2/25/2022		\$ 1,106,383.00	\$ (2,712,907.00)
								\$ (4,100,000.00)	\$ (1,387,093.00)
								\$ 1,387,093.00	\$ (2,712,907.00)

Topic	Action Item	Start	End	Debit	Credit	Balance
#1 IRWMP Grant (Uma Hinman 916-813-0818) Greenville Pipeline Replacement Project Susan/Roger Grant Awarded - awaiting funding Shovel ready project funded from prior SRF Planning Grant.	Action Item(s):				\$ 304,000.00	\$ 304,000.00
	1. Rescope project main replacement Main St, Hot Springs, and bore under Hwy to install Hydrant on Hillside	3/4/2022	4/7/2022		\$ 140,000.00	\$ 444,000.00
	2. County Planning (Tracy Ferguson)					\$ 444,000.00
	Totals					\$ 444,000.00
#2 Crescent Mills Water Treatment Plant Rehab Krisi/Bob Close to Completion - Funded by current SRF Planning Grant - Scope includes replacement of filtration equipment and controls - SEI is working on plans and specifications (on hold since the fire)	Action Item(s):					
	1. Submit Grant Proposal	2/1/2022				
#3 Lift Stations (Long Term) Susan/Roger CRW Application Modernize Greenville sewer system 9' x 15' tall new wet well new control w/scada 3 pumps (2 high 1 los) Generators with new control	Action Item(s):			\$ 900,000.00		
	1. Submit SRF - pre-application engineering study	3/1/2022				
	2. Smoke Test System CWA will pay					
	3. Submit Long Term Design to Potter Handy	3/4/2022				
#4 Remove Park Bug Kill Trees Bob/Krisi	Action Item(s):			\$ 10,000.00		
	1. Request bids from Tree Contractors (Jeff)	2/28/2022				
District Action Items Engineering	Action Item(s):					
	Request Fema/Non-Fema Contract with Sauers Engineering	3/2/2022				
	Send Procurement Acceptance Letter to Sauers Eng.	3/2/2022	3/2/2022			
	Send FEMA project numbers to Dean	3/2/2022	3/2/2022			
	Create Category Z for Management Charges (meetings etc.)	3/2/2022	3/2/2022			

PG&E Law Suit Krisi/Susan Complete Claims Process with Attorney Brett Cook/Potter Handy	1. Meet with primary attorney 1st week March	2/28/2022	2/28/2022				
	2. Forward Project Plans to Potter Handy (Veronica)	3/4/2022	3/5/2022				
	3. Forward Insurance Documents to Potter Handy (Veronica)	3/4/2022	3/5/2022				
Accounting/Budget Susan/Krisi	Action Item(s):						
Staffing Plan Susan/Bob	Action Item(s):						
District Logistics	Action Item(s):						
	Map District boundaries and parcels ESRI	3/1/2022					
	Pay Stubs						
	News Letter	Monthly					
	Billing						
CSDA Legislative Days Adam Cox	Register interested Board members	3/17/2021					
Calif. Rural Water Assoc. - Annual Expo Adam Cox	Register interested Board members	3/17/2021					

Fire Chiefs Report July 2022

Has been a busy month for the fire department. Three Engines were in the Taylorsville parade. The Engines in the parade were ex USFS, Redlands FD and Truckee Meadows FD (Washoe County, NV). IVFD received the 1st place Blue Ribbon! All the Engines were in immaculate condition and waxed.

The Taylorsville Rodeo bleachers were washed off in preparation for the rodeo using the water tender based in Taylorsville. Training in the month consisted of drafting with the USFS Engine and the Redlands Engine. Four new pagers were received from Sierra Electronics.

On August 6 a Heartwise Community training will be held at Taylorsville Station. IVFD personnel will cook hot dogs for participants in the training for how to use community based AED's. Will be held in corroboration with PDH ambulance personnel based in Greenville.

Greenville USFS Engine personnel assisted IFVD in washing hose at their station and allowing us to use their hose rack as we currently do not have one. The only hose rack we had to wash & clean hose was burned up along with Greenville Station.

I gave a presentation to the Plumas County Board Of Supervisors regarding our fire department insurance cancellation and premium hikes which was carried over verbatim into Plumas News. Was also placed into the "From Where I Stand" column. As a result, I did TV interviews with KOLO Reno, KRCR Redding and KXTV Sacramento. Both KOLO and KRCR did very good articles.

A Deputy Commissioner from the Department of Insurance saw the KRCR article. As a result, I received a phone call, as did Jeff Titcomb; from the Chief of Consumer Affairs for the California Department of Insurance. She requested we file a complaint using their online complaint form so they could investigate our situation. The door at North Arm has been repaired after being kicked in.

The ex CalFire Engine acquired from Calaveras Fire has been repainted and repaired. Receiving its new IVFD graphics from Wild Hare Signs in Quincy. I have turned down two offers of more Engines from other fire departments. While I appreciate their offers of help; we are flush and good with Engines for our FD now. We need to fill up the engine complement and train with what we now have.

At the past two meetings new people have attended wanting to join and help the IVFD. The new radio installed in 7622 has been returned to Sierra Electronics for repairs under warranty.

I met with Mitch Wilson of USFS to sign the local USFS mutual aid contract as approved by the Board. He advised to wait a couple weeks as it appears a more advantageous contract for us may be coming down from Washington DC.

Needless to say, it is a major topic within the IVFD if we are going to continue to exist with the new insurance premium hikes. Right now, it appears the IVFD is headed to longer being a sustainable organization with the insurance premiums putting us out of business by being higher than our budget- which it will be with the construction of a new Greenville station. It feels like we are just rearranging the deck chairs on the Titanic. Needless to say, morale is pretty low and we are wondering where in the hell are we headed? It is unfathomable that the fire department is going under because of insurance premiums. Appears that Indian Valley will be headed back to the days of the bucket brigades.