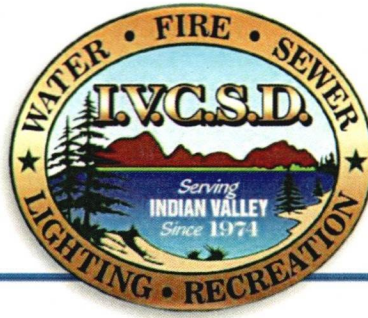


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Board of Directors  
Mina Admire  
Wayne Dannemiller  
Robert Heard  
Bob Orange  
Lee Anne Schramel  
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## MINUTES

### **Adjourned\*** Regular Meeting of the Board of Directors

Wednesday, February 10, 2021 at 6:00 pm  
Town Hall, 120 Bidwell Street, Greenville, CA 95947

**\*NOTE:** The word "Adjourned" was in error on the draft/approved Meeting Agenda. The subheading should have read, "Regular Meeting of the Board of Directors."

***In alignment with State of California and Plumas County COVID-19 regulations, MASKS WERE MANDATORY at this meeting. Sitting was spaced 6' apart to ensure social distancing.***

#### 1. Call to Order and Roll Call:

Chair Orange called the meeting to order at 6:00 pm and did the roll call.  
Directors Orange, Schramel, Admire, Dannemiller, and Heard were present.  
Office Manager/Board Clerk Titcomb was present.

#### 2. Pledge of Allegiance:

Chair Orange lead the pledge of Allegiance.

#### 3. Agenda Approval:

##### ➤ MOTION:

Chair Orange, having conferred with and receiving advise from Legal Counsel to comply with established rules and procedures, made a motion to strike **Items 5 – 9** inclusively on the agenda due to the agenda packet not being sent out in a timely manner and to move these items to a Special Meeting to be held on Thursday, February 18, 2021 at 6:00 pm at the Town Hall in Greenville.

Emails had been issued to both the Board and the public prior to the meeting stating the agenda would be postponed to a Special Meeting the following week.

Director Heard seconded the motion.

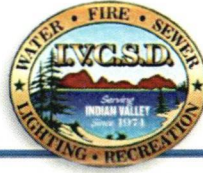
##### ➤ VOTE:

The vote was 3-Yes (*Directors Orange, Heard, and Dannemiller*) and 2-No (*Directors Schramel and Admire*).

This motion passed with a majority "Yes" vote.

After the motion passed, Chair Orange asked for comments from the Board members regarding the vote.

Director Schramel commented on her "No" vote on the Motion. She indicated that while she did not necessarily disagree with the substance of the motion, she disagreed strongly with the process used to achieve the change. Notifying the Board and requesting feedback about the potential change would be a preferred posture in the future. Once the public was notified, via the agenda mailing list notification,



the proposal was a defacto decision; the Board had no recourse but to approve the motion because the public had no opportunity to join the meeting at that point.

Director Schramel noted the agenda was mailed and posted in a timely fashion and the bulk of the meeting packet had been provided by noon on the following day, allowing sufficient time to be distributed and posted on the district website, prior to the meeting.

Director Admire commented on her “No” vote on the Motion. there was no need to postpone **Items 6a FEMA FD Grants Opportunity** or **9c Internet Connectivity Issues Report** as neither item had attachments.

Before continuing with the remaining agenda topic (*Closed Session*), the Board clarified the next week’s agenda topics and supporting materials needed for the upcoming meetings as follows:

**(a) Board Business:**

**(1) Conflict of Interest Resolution:**

Office Manager Titcomb mentioned a conversation with Plumas County Supervisor Kevin Goss regarding the District’s “Conflict of Interest” resolution not being received by the County.

The biannual resolution was due to Plumas County by October 1, 2020 but, had not been presented to the Board prior to this meeting. The Board determined this would need to be addressed at the February 17, 2021 Special Meeting and background materials to be included in the packet.

**➤ DIRECTION GIVEN:**

Director Admire was directed to contact the District’s CPA regarding adjustments, identified by the Board, that will need to be made during the Mid-year Budget review in an upcoming Special Meeting.

**(b) Fire Department:**

**(1) FEMA FD Grants Opportunity:**

Paperwork was reviewed. Director Admire indicated she had downloaded some additional paperwork that would contribute more helpful details to the agenda topic next week. She then immediately provided the paperwork to Office Manager Titcomb.

**(2) 3<sup>rd</sup> Quarter Points Review:**

Supporting documentation will need to be provided for July, August, and September. Chair Orange stated that to his knowledge, no documentation was available for July and would need to be created.

**(c) Water Department:**

**(1) Generator Bid Review:**

**➤ DIRECTION GIVEN:**

Director Heard was directed to follow-up with Chief Plant Operator Silva and Office Manager Titcomb to ensure the specs in the current bid are accurate and acceptable. The bid will be redacted before it is included in the agenda packet for review at the February 18, 2021 Special Meeting.

**(2) Greenville Water Plant PALL Requirements:**

**➤ DIRECTION GIVEN:**

Director Heard was directed to follow-up with Chief Plant Operator Silva and IT Consultant Elijah Fisher to ensure all documentation is ready and available for the February 18, 2021 Special Meeting Agenda Packet.



**➤ DIRECTION GIVEN:**

Chair Orange was directed to contact the DRW regarding safety measures at the Round Valley Reservoir Dam.

**4. Public Comment:**

No public comments were received.

**5. Board Business: (45 mins)**

**a. Approval of Minutes (Packet attachment)**

i. July 8, 2020 Regular Meeting

**b. Mid-year Budget Review (Packet attachment/handouts)**

— Mandy McGarva, CPA ..... Discussion/Action

**6. Fire Department: Chief Balbiani (30 mins)**

**a. COVID Preparedness** — Josh Mille, Covid Incident Commander ..... Discussion/Action

**b. FEMA FD Grants Opportunity (Packet attachment)** ..... Discussion/Action

**c. 3<sup>rd</sup> Quarter Points Review (handouts)** ..... Discussion/Action

**7. Water Department: (10 mins)**

**a. Generator Bid Review (handouts)** — Dir. Heard ..... Discussion/Action

**8. Wastewater Department: (15 mins)**

**a. FEMA WW Grant Closeout (handouts)**

— Office Manager Titecomb/Dir. Schramel ..... Discussion/Action

**9. District Office: (30 mins)**

**a. Opening Office (Packet attachment)** ..... Discussion/Action

**b. Office Hours Policy Review (handout)** ..... Discussion/Action

**c. Internet Connectivity Issues Report** ..... Discussion/Action

**10. CLOSED SESSION:**

The Board went into closed session at **6:50 pm** to discuss **Public Employment (Gov't Code § 54957)** Title: General Manager.

**11. Report Out of Closed Session**

The Board came out of closed session at **9:05 pm**.

Direction was given.

**12. Adjournment**

**➤ MOTION:**

Director Dannemiller made a motion to adjourn the meeting.

Director Heard seconded the motion.

**➤ VOTE:**

The vote was 5-Yes and 0-No.

The motion passed with a unanimous “Yes” vote.



Adjourned to next Regular Meeting, March 10, 2021 at 6:00 pm, Town Hall, 120 Bidwell Street, Greenville, CA 95947

**UPCOMING MEETINGS** at 6:00 pm at the Town Hall, 120 Bidwell St., Greenville, CA 95947

Wednesday, February 17, 2021 ..... Special Meeting

Thursday, February 18, 2021 ..... Special Meeting

These Minutes were duly approved by the IVCSD Board of Directors at the Special Meeting on **February 24, 2021** and attested to by:

**Bob A. Orange**  
Board Chair

*Bob A Orange* 3/8/21  
Signature

**Jeff Titcomb**  
Board Clerk

*Jeff Titcomb* 3-4-2021  
Signature

