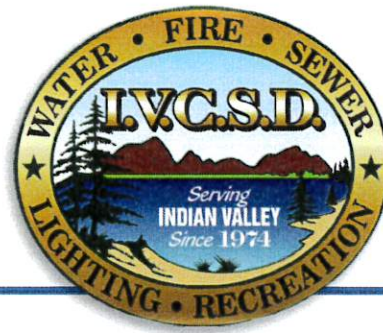


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Board of Directors
Wanda Carpenter
Roger Cherry
Kristine Gorbet
Susan Doran

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MINUTES
IVCSD REGULAR MEETING
June 21, 2023 AT 5:30PM
PLUMAS BANK BUILDING, 121 CRESCENT STREET
GREENVILLE, CA. 95947

1. Call to Order: Board Chair Gorbet called the meeting to order at 5:32pm.
2. Attendance: Roll call by Board Clerk Ayres: Director Carpenter, Director Cronin, Director Doran and Director Gorbet were present. Director Cherry was absent.
3. Pledge of Allegiance: Led by Director Gorbet.
4. Agenda Approval:
Director Cronin made a motion to accept the agenda as presented. Director Carpenter seconded the motion. All in favor, agenda approved.
5. Public Comment: Non-Agenda items: None
6. Public Comment: Agenda items: None
7. Minutes Approval: 5-17-23 Regular Meeting Minutes: Director Carpenter made a motion to accept the minutes as presented. Director Cronin seconded the motion. All were in favor, minutes approved.
8. Financials:
 - General Manager Cox said the financial outlook will be better next year.
 - Funds are being used for sewer emergency work in Taylorsville for the failed lift station last July. Grants and insurance payments to come in.
 - The Scada notification costs are around \$80,000.
 - Fire Department – Many items were lost in the Dixie Fire and much of the equipment has expired and is now being replaced. The costs are covered by insurance payments that were received prior to 2022.
 - The new fiscal year budget is not ready yet and will be completed in July.



- We received a surprise deposit in the Plumas Bank account of \$152,000. It was a long overdue payment from Cal OES for the Firefighters who battled the North Complex Fire. \$75,000 will be distributed to the Firefighters directly and the remainder will go to the Fire Department Fund.

9. General Manager Report: by Adam Cox

- Last week a consulting agreement was received from Wisewood Energy for and ERA Wood Energy Grant Application. This is for the design of a Co-Gen Heating Facility that will heat our new building and possibly Riley's Jerkey. This is for a \$90,000 grant. Voting on the agreement is item #15 on tonight's agenda.
- New IV Community Services Building – Project will be on hold for at least two months or longer due to the County Senior Planner Tim Evans leaving his position with the County. The County will need to approve a special use permit We can use this additional time to secure funding. GM Cox contacted Ridgeline Municipal Strategies to assist in locating funding sources for the construction. (See #16 below). We are looking toward breaking ground in 2024.
- All cancelled insurance policies have been replaced and we got some good news as the Inland Marine insurance price came in lower than our previous insurance.

10. Fire Chief Report: by Bob Orange

- Training meetings continue to be held every Tuesday evening alternating between the Greenville and Taylorsville Fire Stations. Additionally, there has been training every Saturday.
- Six personnel from IVFD attended an Emergency Drive Training 1A Class at Chester Airport on June 2 – 4 and June 9 – 11. This is to receive firefighter endorsements on their California driver's licenses. Four IVFD engines were used during this extensive training which focused on maintenance and liability just as much as the driving itself. The new to us OES Engine was included in the familiarization and training.
- New structure turnout gear was issued to nine volunteers. Several meetings have focused on personal protective gear to make sure IVFD personnel are properly equipped to fight fire and respond to incidents. Supply chain issues have delayed this process. Volunteers are supplied with both structure and wildland personal protective clothing. More wildland boots and helmets have been ordered for new volunteers.
- Chest radio harnesses and fire packs have also been issued. This will greatly improve the monitoring of radio communications and also having emergency fire shelters being worn during wildland fires.
- One more person joined the IVFD bringing the personnel level to eighteen (18). This person is a certified paramedic and works on the PDH ambulance. This

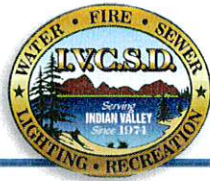


brings to five of our volunteers who also work on an ambulance crew. Another application has been received.

- Electric engine bay door openers were installed in North Arm Station. This completes the security of the station in prohibiting unauthorized access to the station and being able to completely lock it. This will also prohibit the door from lowering down accidentally or being too low for when apparatuses leave/enter the station. It is a constant exercise to keep the doors at their highest peak due to weakening springs to prevent mishaps which have occurred damaging equipment. The plan is to equip the doors with electric openers in Taylorsville and Genesee Stations also.
- Repairs on Engines continue. This is an ongoing issue. The rear pump throttle on #7673 was repaired as well as the rear electronic engine display. That Engine also received an annual service/safety inspection. Water leaks are being repaired on #7621. #7672 needs to have all the water discharge ball valves overhauled because of leaks. Because of the air leaks we are unable to draft with the Engine. A portable pump is used to refill the tank. Training on #7672 was done on Lights Creek. More repairs were identified during the comprehensive inspections done during the driver training class.
- Over the past nine (9) weekends, eight (8) of those have involved recognized formal fire training with the Quincy Fire Academy and the Driver Training Class. The ninth Saturday was training with a wildland Engine #7672 on Lights Creek. Combined with the weekday trainings and meetings the IVFD volunteers have been very active and there is literally two training days a week.
- I have responded to IVCS D legal staff in regards to public records requests regarding incidents.
- The next training night will be held with California Highway Patrol officers to review protocol and procedures in handling traffic accident scenes. Obviously, they have their job to do as the IVFD does also. Coordination and working together at an accident scene will be the focal point.
- Preventative maintenance on extrication gear such as the jaws of life has also been done in changing oil and spark plugs.
- The Taylorsville Engine responded for a call of mutual aid to a structure fire on Chandler Road in Quincy. Three personnel went with the Engine. The two story home was a total loss with one fatality.

11. Utility Operation Manager Report: by Mike Sundby

- After numerous water and wastewater main and lateral breaks from PG&E crews, we hired a GPR (ground penetrating radar) contractor to come and mark all of our underground utilities.



- Our engineer, Dean Marsh, has begun the process of incorporating the mains and laterals onto a software program that will allow us very accurate locations of these pipes going into the future.
- Bidding has been completed for the first phase of water main and lateral replacement project. Contractors believe it will take until spring to complete due to winter weather.
- Dam inspection from three years ago highlighted some areas of concern. Mainly the sealing of the road on top of the dam to stop water from entering into earthen dam.
- Security camera bid for all of our critical structures has been forwarded.
- We are going to repaint the park buildings and provide new bases for the fields.
- We found out that our staff are responsible for the pool and park by the pool before opening in mid-June.
- Taylorsville Lift Station has been delayed. The Project Manager had a baby and the correct piping purchase took longer than expected.
- The bridge and lift station by Calais will need to be rebuilt.
- We are purchasing road base for the Greenville Pond Road and Crescent Mills water plant road.
- We had the septic tank inlet structure rebuilt in Taylorsville.

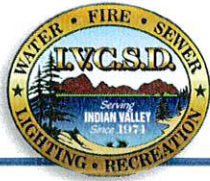
12. Lease Agreement – 127 Crescent St., Unit 5

- GM Cox stated we have outgrown our space and have a need for privacy for our General Manager and Business Manager. With the vacancy of the Food Bank in Unit 5 behind us we have asked the landlord about renting the space. A lease was created and presented to the Board for approval at this meeting.
- Director Carpenter made a motion to approve the lease for 127 Crescent St., Unit 5. Director Cronin seconded the motion. All in favor, motion carried.

13. Resolution 2023-006 Adjustment of Employer Contribution to California Public Agencies Self Directed Tax Advantaged Retirement System 401(A)

- This item was discussed last fall and it was suggested by GM Cox last fall that IVCSD increase the Employer Contribution from 3% of annual wages to 10%. A Resolution has now been created and is up for approval.
- Director Carpenter made a motion to increase the IVCSD Employer Contribution to 10% of the annual employee salary. Director Cronin seconded the motion. All in favor, motion carried.

14. Consideration of Bids Received for North Main Water Use Efficiency and Reliability Project.



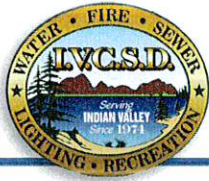
- Dean Marsh, Project Engineer with Sauers Engineering, Inc., held a public bid opening on June 15, 2023 at 2:00pm for the North Main Water Use Efficiency and Reliability Project. Five bids were received and the low bidder is Dig It Construction of Chester, CA with a bid of \$435,263.
- The project abandons the old steel water pipe. It doesn't include replacing the meters at the current time as there is a 10 month delay on brass meters. Mike Sundby Utilities Manager said we would phase in smart meters at a later date.
- This will replace 30 percent of the current water lines in Greenville.
- The majority of this project will be funded the an IRWM grant that the district has been working on for several years. The grant consists of two rounds which will be combined for the purposes of this project. The total amount budgeted for construction from the grant is \$418,462 suggesting a contribution from the District will be required. With no change orders, the District's contribution would be \$16,801. Any changed orders would add to this contribution.
- Director Carpenter made a motion allowing the GM to sign the Contractor's agreement and to approve change orders up to 10 percent of the price. Director Cronin seconded the motion. All in favor, motion carried.

15. IVCSA ERA Biomass Grant Wisewood Energy Consulting Agreement 2023-06.

- We have paid Wisewood Energy \$8,000 to help us write Forest Service Grant in the amount of \$90,000 for the construction of a Bio-Mass plant on the site of the new Community Services Building located at 19646 Highway 89, Greenville. The grant was awarded, and it is a 50/50 matching grant.
- They will now do the design of the plant and help us secure a construction grant for the project.
- The community is very interested in the project and the Bio-Mass plant will provide heat and electricity for the new building and perhaps Riley's Jerkey as well.
- Director Gorbet made a motion to accept the agreement and Director Cronin seconded the motion. All in favor, motion carried.

16. IVCSA Ridgeline Municipal Strategies Agreement

- The company is based out of Roseville and they will assist IVCSA with the development of a financing strategy and plan for the new IVCSA Building.
- They will identify potential funding sources for the project, including grants, bonds, bank loans, and government loans.
- Ridgeline will review construction and other project cost estimates and prepare financials models and calculations as necessary.



- Director Carpenter made a motion to accept the agreement and Director Cronin seconded the motion. All in favor, motion carried.

17. Board Action Plan

- With the May audit it was determined that our fixed asset list was in need of updating. Director Gorbet worked on updating this list and it will be maintained on the Share Drive.
- It was recommended that we create an account on Parcel Quest to look up ASN numbers, owner information, and lot lines. We have used all of our free time allotted for the service. An account was created and we have the service for one month. It is costly so we will only use for one month.

18. Comments: There were no comments.

19. Adjournment: Director Carpenter made a motion to adjourn at 6:58pm. Director Cronin seconded the motion. All in favor, meeting adjourned.

Signed Board Chair: 

Signed Board Clerk: 