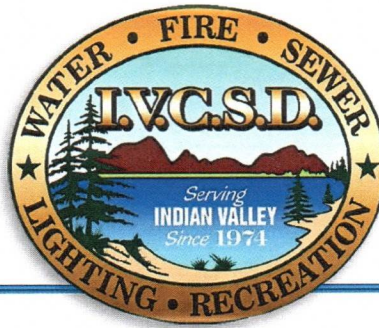


Indian Valley CSD
PO Box 899
7 Crescent Street
Greenville, CA 95947
530.284.7224 phone
530.284.0894 fax
ivcsd@frontiernet.net



Board of Directors
Mina Admire
Wayne Dannemiller
Robert Heard
Bob Orange
Lee Anne Schramel
www.indianvalleycsd.com

MINUTES

Special Meeting of the Board of Directors

Wednesday, March 17, 2021 at 6:00 pm
Town Hall, 120 Bidwell Street, Greenville, CA 95947

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 6:02 pm.

Vice Chair Schramel and Director Admire were present.

Directors Dannemiller and Heard (*see Item 3 Agenda Approval*) were absent.

Board Clerk Titcomb was present.

2. Pledge of Allegiance

Chair Orange led the pledge of Allegiance.

3. Agenda Approval

➤ MOTION:

Director Schramel made a motion to approve the agenda with the addition of **Item 5c Appoint IVASA Board Back-up** and **Item 5d Director Heard's Resignation & Acceptance**.

Director Admire seconded the motion.

➤ VOTE:

The vote was 3-Yes, 0-No, and 2-Absent (*Directors Dannemiller & Heard*).

The motion passed with a unanimous "Yes" vote.

4. Public Comment:

Chair Orange read the following statement, "*The public may address the Board **ONLY** on items on the agenda. Pursuant to state law, the Board may not discuss nor take action on non-agenda items except under special circumstances. Speakers should limit their remarks to **five minutes** or as decided by the Chairperson.*"

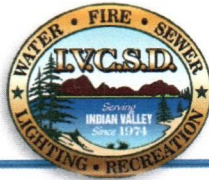
There were no members of the public present, therefore, there were no comments.

5. Board of Directors:

a. Review January Financial Statements Discussion/Action

1. Checklist (*page 2 of the packet*)

The Board reviewed the Checks List provided by Office Manager Titcomb. Vice-Chair Schramel requested additional regarding Check #13103 in the amount of \$34.76 to T-Mobile Communications for the GV Park. Office Manager Titcomb explained the system was purchased to monitor District facilities and is moved to different locations as needed.



2. Profit & Loss Statement (page 3 of the packet)

The Board reviewed the Profit & Loss Statement that was provided by Mandy McGarva, the District's CPA. Vice-Chair Schramel questioned why Line Item #40078 Property Tax is consistently over budget year after year. Office Manager Titcomb explained the District is being charged for a pond at the Greenville Sewer facility that is no longer in use and should not be incorporated on the District's property tax bill. Vice-Chair Schramel suggested the District contact Kevin Goss, Plumas County Supervisor for District 2, to get this issue resolved.

3. Cash Allocation by Fund (page 5 of the packet)

The Board reviewed the Cash Allocation by Fund spreadsheet provided by CPA McGarva. While reviewing the net change to the cash in the Water Department, Vice-Chair Schramel suggested we talk to Lead Plant Operator Silva about water sales and if the District is required to conserve water this summer, whether there is enough water storage and ability to meet CA State mandates.

CSDA's website has noted there are federal monies related to Covid-19 available for individuals who may have difficulties paying their utilities. Information should be coming forth regarding help with payments for water bills. CSDA is currently lobbying the State for monies to go directly to CSDs to offset loss of income from customers who cannot pay their water/sewer bills due to direct impact from Covid-19.

Director Admire indicated that Covid-19 does not absolve individuals from having to pay their debts for utilities. And, that anyone applying for assistance from Covid-19 funds will be required to prove direct impact from losing a job (related to the Covid-19 shutdown), losing income due to personal illness from Covid-19, the need to take care of a family member who is ill from Covid-19, or any other loss directly related to the Covid-19 pandemic.

It was mentioned that Plumas County may be getting an extra \$4,000,000 from the American Rescue Plan that was signed by the President on March 11, 2021. Vice-Chair Schramel suggested the Board invite Supervisor Goss to attend an upcoming IVCSD Board meeting to discuss how these funds might be used.

4. Deposit Analysis (page 6 of the packet)

The Board reviewed the Deposit Analysis spreadsheet provided by CPA McGarva. The difference of (\$216.17) was noted. Office Manager Titcomb indicated that when a month closes over a weekend, it creates discrepancies in the deposits due to customers having the ability to make payments via the online system after the closed of business on the last Friday of the month.

b. Approve Minutes Discussion/Action

1. March 4, 2021 – Special Meeting (page 7 of the packet)

➤ **MOTION:**

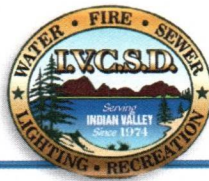
Director Admire made a motion to approve the March 4, 2021 Minutes.

Chair Orange seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 2-Absent (Directors Dannemiller & Heard).

The motion passed with a unanimous "Yes" vote.



c. IVASA Board Appointment Discussion/Action

With Director Heard's pending resignation from the Board and his position as one of the Directors representing the District on the IVASA Board, his pending vacancy on the IVASA Board would need to be filled. The Board discussed the requirements of this position and the urgency of filling it by the next IVASA Board Meeting on Tuesday, March 23, 2021 at 5:30 pm.

➤ **MOTION:**

Chair Orange made a motion to appoint Vice-Chair Schramel as a representative on the IVASA Board.

Director Admire seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 2-Absent (*Directors Dannemiller & Heard*).

The motion passed with a unanimous "Yes" vote.

d. Director Heard's Resignation Discussion/Action

The Board acknowledged Director Heard's resignation. Board Clerk Titcomb has posted the required notices. The Board will need to review the regulations and fill the vacancy within 60 days.

➤ **MOTION:**

Vice-Chair Schramel made a motion to accept Director Heard's resignation, thanking him for his years of service and wishing him the best.

Chair Orange seconded the motion.

➤ **VOTE:**

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous "Yes" vote.

6. CLOSED SESSION:

The Board went into Closed Session at **6:45 pm** to discuss **Public Employment** (*Gov't Code § 54957*) Title: *Fire Chief*.

7. Report Out of Closed Session 8:53 pm

The Board reported out of Closed Session at 8:53 pm.

Direction Given:

The Board gave direction to Chair Orange to:

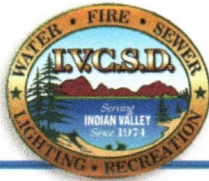
- 1) proceed with LiveScan, etc. for 2 firefighter applicants, enabling them to move forward in the process to become District volunteer firefighters;
- 2) move forward with 2-3 Temporary Employee Agreements for short-term projects to accomplish critical work that had not been completed prior to the former Fire Chief leaving; *and*
- 3) enter into a Temporary Employee Agreement with Acting Fire Chief Frank Hanson.

8. Adjournment

➤ **MOTION:**

Vice-Chair Schramel made a motion to adjourn the meeting at **8:54 pm**.

Chair Orange seconded the motion.



> VOTE:

The vote was 3-Yes, 0-No, and 1-Absent (*Director Dannemiller*).

The motion passed with a unanimous “Yes” vote.

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

Wednesday, April 14, 2021 Regular Meeting

These Minutes were duly approved by the IVCSD Board of Directors at the Special Meeting on **March 31, 2021** and attested to by:

Bob A. Orange
Board Chair

Bob A. Orange

Signature

Lee Anne Schramel
Board Vice-Chair

Lee Anne Schramel

Signature

Clerk - *Jeff [Signature]*

4-12-2021

