

AGENDA

**IVCSD REGULAR MEETING OF THE BOARD
WEDNESDAY, FEBRUARY 9, 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.
1. Pledge of Allegiance:
 - Board Chair will lead the group in the pledge.
2. Approve the Agenda:
 - Discussion/Action: **2 Minutes**
3. 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 to 10 Minutes**
4. Dean Marsh, Sauer's Engineering, Progress Report, Update. **7 Minutes**
 - Ted Cassidy- Consultant, Progress Report in Written Format.
 - Discussion/Action:
5. Director's Reports, Meetings and Conferences Attended, Etc. **5 Minutes**
 - Discussion Only:
6. Water and Sewer Systems Update. **10 Minutes**
 - Chief Plant Operator Silva:
 - Discussion Only.
7. Financial Reports-Budget Document **10 Minutes**
 - Office Manager Titcomb.
 - List of Checks, Cash Balances, LAIF Balance, Profit & Loss Statement, Info in the Board Packet for Review. Handout possible at the Meeting.
 - Discussion/Action.
8. IVPRD and IVCSD MOU for the Indian Valley Swimming Pool. **10 Minutes**
 - MOU Included in the Board Packet for Review.
 - Discussion/Action:



9. Fire Department Report. **15 Minutes**
 - Acting Chief Bob Orange.
 - Discussion Only:
10. Approval of Minutes of January 26, 2022. **5 Minutes**
 - Discussion/Action:
11. GM/BOD Report of Actions, Bob Orange, Krisi Gorbet. **15 Minutes**
 - Board as Temporary GM and Actions Taken:
 - Action Plan and Weekly Special Meetings Possibility.
 - Discussion/Action:
12. Accept Kaley Bentz Resignation as of February 1, 2022 **2 Minutes**
 - Discussion/Action:
13. Board Member Outreach. **5 Minutes**
 - Outreach is in the Board Packet for Review and Advertisement.
 - Discussion/Action:
14. General Manager Outreach. **7 Minutes**
 - Outreach Information is in the Board Packet for Review.
 - Discussion/Action:
15. Community Supper-IVCSD Hosted and Served. **5 Minutes**
 - The IVCSD has Previously Hosted a Dinner-Community Supper.
 - Discussion/Action:
16. Closed Session. CA. GOV CODE 54957(b)(2) Employee Evaluation
 - General Manager.
17. Report Out of Closed Session.
 - Report Any Action Taken During Closed Session.
18. Adjournment: Next Regular Meeting is Scheduled for Feb. 23, 2022 **2 Minutes**
 - Accountant Mandy McGarva Scheduled to Attend the Feb. 23rd Meeting.
 - 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].*

January Checks 2022

Check Number	Pay To The Order Of	Amount	Purpose of Expense	Expense Code	Dept.	
13551	Jan. 11, 2022	CA. State Disbursement	\$ 258.00	Garnishment	N/A	N/A
13552	Jan. 11, 2022	Canyon Motor Parts	\$ 100.26	Auto Parts	40042	Water-Sewer
13553	Jan. 11, 2022	Capital One Trade Credit	\$ 39.99	Membership Parts Wholesale	40027	Water-Sewer
13554	Jan. 11, 2022	CarQuest	\$ 181.28	Auto Parts	40042	Fire
13555	Jan. 11, 2022	Crescent Tow & Repair	\$ 250.00	Towing a Truck Out of the Snow	40031	Water-Sewer
13556	Jan. 11, 2022	Down Range	\$ 2,313.69	Protective Clothing	40075	Fire
13557	Jan. 11, 2022	Eric Wilson	\$ 150.00	Deposit Refund	N/A	Water
13358	Jan. 11, 2022	Flanigan-Leavitt	\$ 58.00	Vehicle Insurance	40023	Fire
13359	Jan. 11, 2022	Gary Jacobs	\$ 74.60	Deposit Refund	N/A	Water
13360	Jan. 11, 2022	Gott Powersports	\$ 2,293.00	Pump	40061	Sewer
13361	Jan. 11, 2022	Joan Gates	\$ 95.00	Deposit Refund	N/A	Water
13362	Jan. 11, 2022	Law Office of Greg Einhorn	\$ 561.00	Legal Counsel	40031	Admin
13363	Jan. 11, 2022	Mandy McGarva Accounting	\$ 850.00	Accounting	40031	Admin
13364	Jan. 11, 2022	McMaster-Carr	\$ 567.43	Supplies-Parts	40056	Water-Sewer
13365	Jan. 11, 2022	Mountain Building Supply	\$ 51.46	Lumber-Hardware-Etc.	40056	Water-Sewer
13366	Jan. 11, 2022	Napa-Sierra Auto Parts	\$ 208.08	Auto-Truck Parts	40042	Fire
13367	Jan. 11, 2022	Neff Automotive	\$ 447.84	Auto-Truck Repair-Expedition	40042	Fire
13368	Jan. 11, 2022	Neilz Towne Pump	\$ 3,150.00	Fuel-Gas-Diesel	40041	Water-Sewer
13369	Jan. 11, 2022	Quill	\$ 237.69	Office Supplies	40025	Admin
13370	Jan. 11, 2022	Sauer's Engineering	\$ 2,970.00	Professional Services-Engineering	50506	Water-Sewer
13371	Jan. 11, 2022	Smile Business Services	\$ 184.41	Copier Maintenance Contract	40025	Admin
13372	Jan. 11, 2022	SST Oil	\$ 171.73	Gas-Fuel-Diesel	40041	Fire
13373	Jan. 11, 2022	Steven Soots	\$ 435.00	Swimming Pool-Parks	40031	Parks
13374	Jan. 11, 2022	SWRCB	\$ 752.98	State of CA. Fees	40068	Water
13375	Jan. 11, 2022	Wells Fargo	\$ 102.31	Copier Lease to Own	40026	Admin
13376	Jan. 11, 2022	Western Nevada Supply	\$ 609.31	Supplies-Parts	40056	Water-Sewer
13377	Jan. 19, 2022	CA. State Disbursement	\$ 258.00	Garnishment	N/A	N/A
13378	Jan. 19, 2022	Frontier Communications	\$ 42.28	Phone-Fax-Internet	40024	Admin
13379	Jan. 19, 2022	US Bank Card Program	\$ 1,847.79	Credit Card Payment	Multiple	Multiple
13380	Jan. 21, 2022	George Cattlett	\$ 100.00	Laborer	40031	Admin
13381	Jan. 21, 2022	Loren Donaldson	\$ 100.00	Laborer	40031	Admin
13382	Jan. 21, 2022	Ted Cassidy	\$ 11,020.00	Professional Services-Disaster Consultant	40031	Admin
13383	Jan. 24, 2022	SWRCB	\$ 160.00	Required Fees and License	40068	Water-Sewer
13384	Jan. 28, 2022	Brandon Meza	\$ 200.00	Deposit Refund	N/A	Water
13385	Jan. 28, 2022	Fritz Grutter	\$ 150.00	Deposit Refund	N/A	Water
13386	Jan. 28, 2022	Network Innovations	\$ 930.00	I.T. Fees, Storage, Maintenance, etc.	40031	Admin
13387	Jan. 28, 2022	Turner Excavating	\$ 1,025.00	Gravel-Sand-Rock Delivery	40056	Water-Sewer
13388	Jan. 31, 2022	Ted Cassidy	\$ 12,325.00	Professional Services-Disaster Consultant	40031	Admin

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

January 06, 2022

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[PMIA Average Monthly Yields](#)

INDIAN VALLEY COMMUNITY SERVICE DISTRICT

GENERAL MANAGER
P.O. BOX 899
GREENVILLE, CA 95947

[Tran Type Definitions](#)

Account Number: 16-32-005

December 2021 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	332,083.89
Total Withdrawal:	0.00	Ending Balance:	332,083.89

RECEIVED

JAN 06 2022

THK.

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

February 01, 2022

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INDIAN VALLEY COMMUNITY SERVICE DISTRICT

GENERAL MANAGER
P.O. BOX 899
GREENVILLE, CA 95947

[Tran Type Definitions](#)

Account Number: 16-32-005

January 2022 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
1/14/2022	1/13/2022	QRD	1693925	N/A	SYSTEM	191.18

Account Summary

Total Deposit:	191.18	Beginning Balance:	332,083.89
Total Withdrawal:	0.00	Ending Balance:	332,275.07

January 27, 2022

Dear Board Members of IVCSO,

I am writing today to address the Board about the Memorandum of Understanding (MOU) that IVRPD has with IVCSO regarding the Indian Valley Community Pool. The Pool Committee has read through the latest version of our MOU which expired September 15, 2020. We have also compared it with the previous MOU which expired September 30, 2016. I have included copies of both of these for your consideration.

I would like to start by giving you all a huge thank you for all you do to serve our community. Your volunteer work is greatly appreciated. The partnership that I have witnessed with our two organizations has been seamless and beneficial and I hope to continue this way moving forward.

There are a couple of wording changes that our Committee feels need to be addressed as we formulate our new MOU. It is our intention to create an agreement that is straight forward, fair, and clear to all involved what this joint cooperation entails.

Attached I have included a draft of what our Committee would like the MOU to state.

Thank you for your time and consideration.

Sincerely,

Laura Kearns, Volunteer Pool Manager, IVRPD Board Chair

lauradhkearns@gmail.com

284-9980

(619)838-2420

**MEMORANDUM OF UNDERSTANDING
INDIAN VALLEY COMMUNITY SERVICES DISTRICT
INDIAN VALLEY RECREATION AND PARK DISTRICT**

JOINT POWERS AGREEMENT

FOR OPERATION, PROGRAMMING AND ADMINISTRATION OF THE INDIAN VALLEY COMMUNITY POOL IN
TAYLORSVILLE, INCLUDES LEASE AGREEMENT

Whereas, the agencies entering into this agreement are the Indian Valley Community Services District (herein after referred to as **IVCSD**), and the Indian Valley Recreation and Park District (herein after referred to as **IVRPD**) and their governing Boards find and determine that;

1. California Government Code Section 6500 et seq. (The joint exercise of powers act), authorizes California public agencies to enter an agreement to any power common to the contracting parties; and pursuant to section 65030, the purpose of this agreement is to establish by joint cooperation, financial and participation, a community pool (**Pool**) and programming of said Pool to be located in Taylorsville, CA.
2. The parties undertake this joint exercise of powers for the public purpose of providing recreation programming, management and administration for activities associated with the Indian Valley Community Pool (**Pool**).
3. The term of this agreement will be from the date of signing to **October 15, 2025**.

Now, therefore, it is agreed upon by and between the parties as follows:

- a. IVCSD owns the physical property that includes the Indian Valley Community Pool and Chuck Clay Memorial Park (**Park**) (APN 120-072-004-000) and is responsible for all repairs and maintenances of the facilities for the public safety and the efficient operation of the Pool and Park during the non-pool months (the day after Labor Day-Friday prior to June 15) of each year. IVCSD is responsible for all repairs and maintenances of the adjoining Chuck Clay Memorial Park, excluding the Pool, all year long. IVCSD will pay for and make every reasonable attempt to complete all repairs and maintenance of the facilities and have the Pool ready for operation prior to June 15 of each year. Prior to June 1, IVRPD will walk through the facility with IVCSD personnel and sign off regarding the readiness of the Pool. The IVCSD General Manager will approve all expenditures for the Park.
- b. IVRPD will take possession of the Pool on the Monday prior to June 15 each year and operate through Labor Day. In no case will the Pool operation be open more than 59 days during this time period.
- c. IVRPD is responsible for all programming, administration, repairs, and maintenance of all activities and facilities within the Pool during the 59 days of Pool operation. Any expenses incurred by IVCSD during this time for work approved by IVRPD will be billed back to IVRPD.

- d. All actual costs associated with the Pool programming and operations during the 59 days of operations, including lifeguard wages, laborer wages, utilities, chemicals, liability insurance, supplies, repairs and maintenance, will be funded by donation and revenue from user fees and other programming, and will be paid by IVRPD. A list of repairs will be kept by IVRPD and presented to IVCS D at the end of the 53rd day of operation. IVCS D will inspect such repairs to insure workmanship prior to taking back possession of the Pool. Any repairs found not to be satisfactory will be repaired by IVRPD to the satisfaction of IVCS D at the expense of IVRPD. IVRPD will not be billed a sewer fee.
- e. IVCS D will continue to provide all maintenance for the adjoining Chuck Clay Memorial Park.
- f. Either party may terminate this agreement in writing with a ninety-day (90) notice. Amendments may be executed with written consent of both parties.
- g. IVRPD will send to IVCS D each year a certificate of insurance naming IVCS D as an additional insured with a minimum coverage of \$1,000,000 in general liability coverage.

INDEMNIFICATION

IVRPD agrees to indemnify, defend and hold IVCS D harmless and free and clear from and against any liability, debt, obligation, claim, judgment, action, cause of action or cost or expense, of any amount and nature whatsoever incurred by or imposed upon IVCS D as a result of, related to or in any way in connection with the operation of the Pool between June 15 through Labor Day; provided, however, that this indemnity provision shall not apply to any negligent or other wrongful conduct of the IVCS D, or employee, agent, officer thereof.

Indian Valley Community Services District

Indian Valley Recreation Park District

Board Chair

Board Chair

Print Name

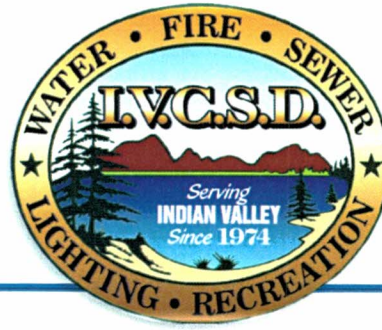
Print Name

Date

Date

Indian Valley CSD
PO Box 295, Taylorsville,
CA. 95983 for Mail.
127 Crescent Street #1
Greenville, CA 95947
530.284.7224 phone

ivcsd@frontiernet.net



Board of Directors
VACANT
Bob Orange
Roger Cherry
Kristine Gorbet
Susan Doran

www.indianvalleycsd.com

MINUTES
IVCSD REGULAR MEETING
JANUARY 26, 2022

1. Call to Order/Roll Call.
 - Chairman Orange called the meeting to order at: 6:30 p.m.
 - Director Orange, Director Bentz, Director Cherry, and Director Gorbet were present and answered to the roll call. Director Doran was seated in the audience and waiting to be sworn in.
2. Pledge of Allegiance.
 - Chairman Orange led the Group in the Pledge.
3. Approve the Agenda.
 - A motion to approve the agenda was made by Director Bentz and seconded by Director Gorbet. The vote was 4- Yes, 0- No, and 1- Vacant. This motion passes with a majority.
4. Swearing In of New Board Member Susan Doran.
 - Board Clerk Titcomb gave the Oath of Office to Susan Doran and she was seated at the table as a Director of the IVCSD.
- 5.

Place Holder
Finished minutes asap

Kaley Bentz Resignation

From: Kaley Bentz (kdbentz@comcast.net)

To: sdoran1949@gmail.com; kgorbet@gmail.com; boborange@frontiernet.net; rconstrucking@gmail.com; tedcassidy@frontier.com; ivcsd@frontiernet.net

Date: Monday, January 31, 2022, 12:54 PM PST

Hi all,

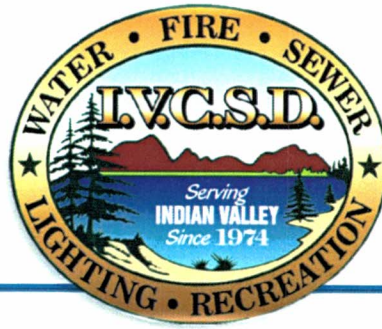
This letter is to inform you of my decision to resign from the Indian Valley community services district board effective immediately.

Thank you,

Kaley Bentz
/S/

Indian Valley CSD
Mail: PO Box 295
Taylorsville, CA. 95983
127 Crescent Street #1
Greenville, CA 95947
530.284.7224 phone

ivcsd@frontiernet.net



Board of Directors
Bob Orange
Kristine Gorbet
Susan Doran
Roger Cherry
Vacant

www.indianvalleycsd.com

IMMEDIATE OPENING Board Director

The Indian Valley Services District is seeking a qualified candidate to complete the term (*December 2022*) of a recently vacated Board Director position. Interested candidates must be 18 years old, live in the District and be registered to vote in the District. The position is not compensated. Should the Candidate wish to continue service to the district beyond February 2022 as a Board Director, that person must declare candidacy with the County Elections Officer by August 6, 2022 to participate as a candidate in the November 8, 2022 election

The IVCS D provides essential services for three communities Crescent Mills, Greenville, and Taylorsville. Operations are overseen by a General Manager* who reports to the elected, five-member Board of Directors.

Operations & services include: Two community water systems (*wells & spring*) plus a reservoir/dam/water rights (*secondary supply*); Two community sewer systems; Volunteer fire department with four small stations; Three parks; Street lighting for two communities; Maintenance and administrative departments including an 8-person staff

Desired candidates should possess a strong sense of community service and fiduciary responsibility for managing public funds, model a well-developed work ethic, and demonstrate reasonable oral and written communication skills. Board members are expected to have sufficient financial insight to read and understand IVCS D's budget and financial statements and to otherwise help the board fulfill its fiduciary responsibilities including approving an annual budget, understanding long-term revenue outlay, fixed asset inventory, and capital improvement program (*with a grant component*). Some knowledge of Districts systems (*Water/Wastewater/Fire Department/Parks*) is desired but not required.

Board members are expected to attend 2-4 meetings per month. They are expected to read board materials in advance of board meetings and to come prepared to ask questions and participate in discussions. Members are expected to serve on two or more committees of the board and to actively participate in special projects. Board members are expected to responsibly represent IVCS D and advocate for IVCS D's mission, programs, and services within the District 's communities

The Board will select a qualified candidate at the Regular Meeting of **February 23, 2022**. The successful candidate will be sworn in at the same meeting.

Information contacts: Bob Orange, Board Chair (530) 284-6042, (530) 249-2190 Office: (530) 284-7224

Please submit a signed cover letter including qualifications, experience and references no later than 9:00 am on February 16, 2022 although the outreach will stay until a new Board Member is chosen.

Mail: IVCS D, Att. Board Director Vacancy, P.O. Box 295, Taylorsville, CA. 95983

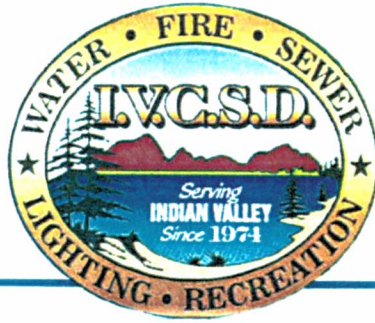
Online: ivcsd@frontiernet.net

Hand Delivery: 127 Crescent Street, Suite# 1, Greenville, CA. 95947

Please see www.indianvalleycsd.com for more comprehensive information about the District and operations.

* The General Manager (GM) position is currently vacant. The Board is fulfilling GM duties until the position can be filled.

Indian Valley CSD
PO Box 295, Taylorsville,
CA. 95983 for Mail.
127 Crescent Street #1
Greenville, CA 95947
530.284.7224 phone
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Board of Directors
VACANT
Bob Orange
Roger Cherry
Kristine Gorbet
Susan Doran

www.indianvalleyesd.com

IMMEDIATE OPENING

Interim or Permanent General Manager

February 2022 Until Filled.

The Indian Valley Community Services District (IVCSD) provides essential services for three small Northern CA (Plumas County) communities including Crescent Mills, Greenville, and Taylorsville, all closely located within Indian Valley**. The General Manager reports to an elected, five-member Board of Directors.

*Operations & services include:

- Two community water systems
- Two community sewer systems
- Volunteer fire department with four small stations
- Three parks
- Street lighting for two communities
- Maintenance and administrative departments including a 8-person staff

Desired candidates should possess a strong sense of community and fiduciary responsibility for managing public funds, model a highly developed & transparent work ethic, and demonstrate oral & written communication skills.

Candidates will demonstrate the ability to effectively manage/execute:

- A complex (though small) Community Services District (CSD) or equivalent
- Financial operations including budget preparation, fixed asset inventory, capital improvement program (including grant management), and audit preparation
- Personnel including recruitment, performance & retention
- Reporting requirements at the local, state and federal level
- Computer programs including QuickBooks, Microsoft Windows & Office Suite (Excel, Word, PowerPoint, Outlook, etc.), and Adobe.

Additional expertise, neither required nor limited to, includes: possessing a CA issued T-2 Water Treatment Operator, D-1 Distribution Operator, and/or Grade 1 Wastewater Certificate, Fire District Administration, and Parks & Recreation Management.

Compensation is negotiable depending on experience.

Resume packages (cover letter and resume) will be accepted through Until Filled, only at the following locations:

- Mail: ICS D Recruitment Committee, PO Box 295, Taylorsville, CA 95983.
- Online: ivesd@frontiernet.net

Please call the Office: 530.284.7224, for more information about the position.

*Please see www.indianvalleyesd.com and the FY20/21 budget package for more comprehensive information about the district and operations.

**Information about Plumas County and Indian Valley may be found at www.plumascounty.org