

Anderson Springs Community Service District

Regular meeting June 8, 2022

Meeting was held at the community room of the Middletown Library.

Called to order 10:06am

Directors present: Donna Taylor, Chair, Carol McDowell, Vice Chair, Cynthia Weber, Carol Ohsiek, Roger Duke

Also present: Patricia Roy, General Manager, August Santana, Water Master
Member of the Public: Karen Coker

Congratulations were given to Roger Duke for passing his Water Distribution Level One test.

Water Master report- completed a work order to turn on water that a contractor had turned off and couldn't get back on - no one else is supposed to touch the curb stop shut off, only the customer shut off valve. Very, very busy month. 80% of fiberglass meter boxes melted in the Valley Fire, so there's no mark of where those meters are. He knows from memory about where they are, and can find them with a metal detector, so he's in the process of finding them and replacing the meter boxes with concrete ones, as otherwise no one will be able to ever find those meters again. Leak on Anderson Springs Rd. fixed. Everything good at the spring. He'll be going up to the spring with crew of dozers which will make fire breaks. They did this last year too. No trees fell this month. PGE putting in poles, he told them to dig by hand close to the water main.

Director Weber moved to accept the Water Master's report, Director Duke seconded, motion carried.

General Manager report: We now have 113 total connections. Financial projections for the upcoming fiscal year were based on 114 connections. 66 on annual billing, 47 on monthly, 64 on reserve. Has sent out billing for annuals and reserves, with the annual letter and links to consumer report. Drought restrictions were reinstated as of last night.

Director Ohsiek moved we add drought restrictions to the agenda, Director Weber seconded, motion carried.

Director Ohsiek moved accept the General Manager's report, Director McDowell seconded, motion carried.

Minutes from May were reviewed. Director McDowell moved we approve the minutes from May 11, 2022. Director Weber seconded, motion carried.

Public input: a question was asked about if we've received a response to our letter to the state. Answer is no.

Correspondence: there was correspondence from a customer re: payment methods. GM gave options.

Surplus land - we'll revisit this agenda item in a year.

Estimate for Chernoh Excavating for valve replacement: GM talked to him about time and materials with cap at \$27,000 and he agreed, will start on Monday, for valves at Rose Anderson and Anderson Springs and another on Alder Ln.

Request for county supervisors assistance with tank loan pay off: We need to submit a formal request in a formal email. Supervisor Moke Simon called Board Chair Taylor, and said he'll get this on the Board of Supervisors agenda this month instead of September as our loan payment is due in September.

Director Ohsiek moved that we make a formal request to the county supervisors that they secure funds to pay off the USDA loan that paid for the new ASCSD water tanks. Director Duke seconded, motion carried.

Director Duke motioned that General Manager and Board Chair together write a formal letter to request these funds. Director McDowell seconded, motion carried.

Closed session for employee review. 11:14 entered closed session. 11:41 closed session ended.

In closed session we discussed Patricia Roy's performance as General Manager. We discussed a raise for GM and hiring a relief person for GM.

Director Weber moved we continue Patricia Roy's employment with a 4% raise. Director McDowell seconded, motion carried.

Director Ohsiek moved we create a position for a temporary relief office assistant for when the GM needs time off. Director Weber seconded, motion carried.

Drought restrictions: same as those we adopted last September, plus two new ones:

No outdoor watering from 10am to 7pm

No runoff permitted into the street

Sprinklers limited to 1 day/week, even addresses on Sunday, odd on Saturday

Drip system irrigation limited to 2days/ week

\$200 fine for violations

Use maximum: 200 gallons per day/ 6,000 gallons/ month

two new items:

No watering outdoor landscapes during and within 48 hours after measurable rainfall of more than 0.25 inches

Customers must fix leaks within their control within five business days of notification

Director Weber moved we adopt the above Drought Contingency Plan and that the Board declare that we are in a drought emergency and therefore we are putting the Drought Contingency Plan into effect, seconded by Director McDowell, motion carried.

Motion to adjourn by Director McDowell, seconded by Director Weber, motion carried.
Adjourned at 12:03pm

Minutes by Director Carol Ohsiek, Board Secretary