**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**Date: Tuesday, October 24, 2017**

**Time: 1:00 p.m.**

**Place: Keyes Community Services District, 5601 7th St., Keyes, Ca.**

1. **Call to Order.**

The meeting was called to order at 1:00 p.m.

1. **Pledge of Allegiance**.
2. **Roll Call.**

Present were President Parker, Vice President Bernal, Director Alexander, Director Jones and Director Landers. Also present were General Manager Ernie Garza, Maintenance Supervisor Michael Jones, Cynthia Ortega took the place for Board Secretary Michelle Harris, Engineer Lee Fremming, Attorney Andy Pinasco, and Attorney Rod Attebery via cell phone.

1. **Public Comment on Agenda and Non-Agenda Items.**

None

1. **Consent Agenda.**

**A**) Approve Minutes of September 26, 2017

**B**) Approve Warrant Register for September 24, 2017.

There was a motion made to accept the Consent Agenda by Director Landers and a second by Director Alexander. Director Landers (M), Director Alexander (S), President Parker (AYE), Vice President Bernal (AYE), Director Jones(AYE).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

None

1. **Items from General Manager.**
2. **Maintenance Staff Report.**

Maintenance Supervisor Mike Jones informed the Board about a broken water line on Esmail that had been repaired. During the routine maintenance, it was discovered that the PLC for the backup floats for the Lizzie lift station was malfunctioning and unrepairable. Until the part is delivered it is still operational. Mozingo Construction and Maintenance Supervisor Mike Jones will be out marking water lines wherever they cross.

1. **Financial Statements**

 General Manager Ernie Garza stated that the Financial Statements will be ready for the next Board Meeting.

1. **Project Status Report**

General Manager Ernie Garza went over the Progress Status Report from Jacobs.

1. **Power Point Presentation**

GM Ernie Garza reported to the Board about the MAC meeting that was attended by himself and Michelle Harris. There was a power point presentation that was delivered by Doug Parsons and Shawn from Quad Knopf. The presentation informed the MAC Board about the construction that is going to be taking place regarding the arsenic treatment facility and the water transmission and distribution lines.

1. **Request for Presence of Attorney at Board Meeting**

 Attorney Rod Attebery spoke about the request for an Attorney to be present at all Board Meetings. Some of the meetings do not have any discussion and possible action items which makes the meeting times very short. The rates will not change if Neumiller can maintain the flexibility to be able to conference in on these short meetings. It takes one hour and a half to drive to and from the District, and a short meeting is not in the best use of the District’s money. President Parker stated he never had a problem with the Attorney conference calls. Director Landers stated for a short meeting it is not worth the time and money, a conference call is fine, and when there is a big Board Meeting we would need an Attorney present. General Manager Ernie Garza clarified what he is hearing from the Board is, when we do not have any action items that can cause us to seek Legal Counsel it is ok that the Attorney’s join us by phone.

1. **Staff Comments**.

Lee Fremming Engineer stated that the notice of award was sent out for the Water Transmission & Distribution Systems Project. He has received the signed contracts and certificates back from Mozingo Construction and they have been given to Attorney Andy Pinasco to go over. Once that is completed they will be forwarded to General Manager Ernie Garza for his signature. Blackwater is 75% submittal on time and the plans have been sent to the SWRCB. The 95% Design Submittal is scheduled for December 15th. Lee never received a call back from the Contractor from Bonita Ranch about the street lights so he e-mailed Dave Butts and is waiting for a call back. The Main lift station replacement electrical plans and specs are complete, just a few minor revisions to make to the civil plans and specs and then they are complete. Lee Fremming spoke about the Project Status Presentation that was designed for the MAC Meeting. There is a lot of interest out at Golden State to connect to the water system. General Manager Ernie Garza asked if it would be possible to include T’s and Valves for future connections. Pete Stamos from the SWRCB said it would be eligible. Director Davie Landers had a question in regards to the State Revolving Fund Loan will we be making yearly payments or monthly payments. General Manager Ernie Garza stated possibly every 6 months. Engineer Lee Fremming stated that it was a zero percent interest loan at $250,000. a year. Engineer Lee Fremming stated that the Transmission Distribution Project completion date is March of 2018. The Consolidation Project December of 2018. The Treatment Plant March of 2019 is the estimated completion date.

1. **Director Comments.**

None.

1. **Adjournment:**

There was a motion to adjourn the meeting at 1:23pm by Director Landers and a second by Director Alexander. Director Landers (M) Director Alexander(S) President Parker(AYE) Vice President Bernal(AYE) and Director Jones (AYE).

Minutes taken by: Cynthia Ortega

Minutes typed by: Cynthia Ortega