**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, December 17, 2019**

**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 Landers, Vice President Parker, Director Bernal, Director Alexander and Director Jones. Also present were General Manager Garza, Engineer Lee Fremming, Maintenance Supervisor Michael Jones and Board Secretary Michelle Harris**.**

1. **Ceremonial.**

President Landers presented Director Bernal with a Certificate of Appreciation from the Board for his service as a Board Member.

1. **Administer the Oath of Office to newly elected officials.**

Board Secretary Michelle Harris Swore in Davie Landers and Cody Knee.

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

None.

1. **Consent Agenda.**
	1. **Approve Minutes for the November 26, 2019 Meeting.**
	2. **Approve Warrant Register for December 17, 2019.**
	3. **Approve Resolution 2019-541, A Resolution Designating Signatories for District Warrants.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
	1. **Consider approving the Foote Road Lift Station Replacement project and authorizing advertisement for bids.**

The electrical engineer will have the electrical plans done the week of January 6, 2020. Engineer Lee Fremming recommended that we approve the project and authorize the advertisement for bids that is contingent upon completion of plans and direct staff to file any necessary paperwork. There was a motion made to accept staff recommendation by Vice President Parker and a second by Director Alexander. Vice President Parker(M), Director Alexander(S), President Landers(AYE), Director Jones(AYE) and Director Knee(AYE).

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

Board Secretary Michelle Harris went over the revenue, expenses and that total cash accounts for the month of December. She also went over the total amount expensed on the Arsenic Treatment Facility.

1. **Maintenance Staff Report.**

Maintenance Supervisor Michael Jones went over the progress of the Arsenic Treatment Facility and some of the problems that we are facing and how we are trying to fix these problems.

1. The City of Turlock had a sink hole at one of the sewer lines on Tuolumne. They sent us an e mail afterwards thinking that the Sulfites we were sending to Turlock may be affecting their sewer lines and adding to this problem. We met with them and talked about our new lift station. We are going to be setting up a meeting with Engineer Lee Fremming so we can address allDi the issues that they are concerned with before we go out to bid or have a pre-construction meeting.
2. Jed Borghei has been meeting with General Manager Ernie Garza regarding the 123 TCP Deposition that is scheduled for the 22nd of January. Jed said that he feels that the Gouveia feasibility study will cover any alternative that they will come up with.
3. **Staff Comments.**
4. **Lee Fremming.**

The water and sewer facility maps are being updated. The 10th street lighting project is out to bid and we will have those for you at the next meeting to award the project. Best RV is working on their plans still.

1. **Director Comments**

Director Landers thanked Ernie for the Christmas Party.

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:21pm by Director Alexander and a second by Director Jones. Director Alexander(M), Director Jones(S), President Landers(AYE), Vice President Parker(AYE) and Director Knee(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**