**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday April 24, 2018**

**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 Robertson, Director Bernal, Director Alexander and Director Jones. Also present were General Manager Garza, Attorney Andy Pinasco, Board Secretary Michelle Harris, Maintenance Supervisor Michael Jones and Engineer Lee Fremming.

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

None.

1. **Consent Agenda.**
   1. **Approve Minutes for the March 27, 2018 Meeting.**
   2. **Approve Warrant Register for April 24, 2018.**

There was a motion made to accept the consent agenda by Director Alexander and a second by Director Bernal. Director Alexander(M) Director Bernal(S) President Landers(AYE) Vice President Robertson(AYE) and Director Jones(AYE).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
   1. **Discuss and Possible action to approve the Preliminary Budget for 2018/2019.**

General Manager Garza went over the proposed Preliminary Budget for Fiscal Year 2018/2019 for review and consideration. There was a motion to accept the Preliminary Budget by Vice President Robertson and a second by Director Alexander. Vice President Robertson(M) Director Alexander(S) President Landers(AYE) Director Bernal(AYE) and Director Jones(AYE).

* 1. **Discuss and possible action to approve 123-TCP Proposal from Gouveia Engineering.**

In October of 2017 the Board adopted three Resolutions that were required by the SRF. In November of 2017 Gouviea Engineering submitted a draft application to the State requesting funds to construct TCP Removal Treatment Systems at the Districts wells. This application consists of four different packages; General, Technical, Environmental and Financial. The technical and environmental packages have not been finalized. The technical package needs preliminary engineering drawings and 30% design. The environmental package requires preparation of biological cultural surveys. Gouveia will prepare preliminary drawings, complete the technical package and submit them to The State Division of Drinking Water and The Division of Financial Assistance for their review and comment. The sub consultant, Crawford and Bowen will prepare the environmental package including the biological and cultural surveys. The fee for this is $78,000 which has been put into the preliminary budget. The Division of Financial Assistance has indicated that the District will be eligible for $5 million in grant funds from the SRF and another $5 million from Prop 1 ground water fund. These funds are being awarded on a first come first serve basis. The recommendation is that the Board accept and reward the cost proposal to complete the Department of Water Resources Revolving Fund Application to Gouveia Engineering not to exceed $78,000. There was a motion made to complete the Department of Water Resources Revolving Fund Application by Gouveia Engineering for $78,000.00 by Vice President Robertson and a second by President Landers. Vice President Roberson(M) President Landers(S)Director Alexander(AYE) Director Bernal(AYE)Director Jones(AYE)

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

Supervisor Michael Jones stated that Keyes School has collected the samples for lead testing and now we are waiting on the results. Clark Brothers and their subcontract’s have started work at well 9 and it is anticipated to be down until the 1st part of June. Well 10 had results in March of 160 ppt for 123 TCP which was the highest level detected for that well. It puts the running annual average for 2018 at 58.3. We received a message from the SWRCB regarding the compliance order, this will now include well #10. The annual valve exercising has started and will be done in quarters. The crew working on the distribution line cracked an existing water main on Jessup road so we had to shut the water off while the line was repaired. There was an SSO (Sanitary Sewer Overflow) on Rhode Rd. We responded, cleaned up the spill and sent in a report the State Water Resources. We received an e mail from our District Engineer regarding our nitrate levels at Well 7. We need to be testing weekly since our nitrate levels are high. The 123 TCP levels caused well 7 to be offline so there is no water going into our system. We asked our engineer if we could continue to test monthly since there is no water going into our system and he said that would be fine.

* 1. **Jacobs Progress Report.**

General Manger Ernie Garza spoke about submittals, progress payments, etc. Jacobs is concerned about the project schedule being tight. By utilizing the cast in tank spent backwash tank eliminates fabrication and the time associated with the fiberglass tank and will improve the project schedule. We are still having a tough time with the filter press. Michelle Frederick with the State Water Board has been contacting the businesses along the fault line that goes over to Barnhart regarding connecting to the Keyes CSD water lines. She is telling them that Prop 1 may help pay for some of the pipe line work that will be needed to connect to Keyes CSD.

* 1. **Staff Comments**

As of last week, all of the pipeline is in except for the 12” pipeline on Jessup Road that’s west of the ATF. Change order #1 which includes the installation of pipeline on Faith Home Road to Teen Ranch has been fully executed. Of the boring and the jacking the 28” steel casing is completed and the 14” pipe has been installed and connected on the other side of Jessup road. Sand will be blown into the annular space between the water line and the casing pipe, this is a requirement on Cal Trans. Jacobs reported that the ATF has completed a good portion of the underground utilities and it is approximately 13% complete. The final edits should be done this week for the Consolidation Project. The annexation application for The Orchard Village MH Park is still being worked on and a Resolution may be needed. Vice President Robertson said he has received concerns about the patch work in the roads. Engineer Lee Fremming told him that if he could get a message to Michelle she can send it over to him and he will let Mozingo know so they can possibly go out and patch the ground for now.

1. **Director Comments**

President Landers said Vito was supposed to go to last month’s MAC meeting, but was unable to attend. He will be here next month and will be put on the agenda.

1. **Open Session Disclosure Regarding Closed Session Items pursuant to Government Code Section 54957.7**

Entered Closed Session at 1:45pm

1. **CLOSED SESSION.**
   1. **Conference with Legal Counsel – Existing Litigation pursuant to Government Code section 54956.9**

**Name of Case and Case Number: Keyes Community Services District v. The Dow Chemical Co., et al., San Bernardino Superior Court, Judicial Council Coordination Proceeding No. 4435, case no. CGC-13-528088**

* 1. **Conference with Real Property Negotiators**

**Property: 4346 Jessup Road, Ceres, Ca 95307 APN: 045-045-024 Agency Negotiator: Ernie Garza**

**Negotiation Parties: Keyes Community Services District**

**Under Negotiation: Price and Terms of Payment**

1. **Open Session Report on Closed Session Pursuant to Government Code Section 54957.1**

Reconvened at 1:53pm

1. **Discussion and Possible Action regarding Closed Session Items.**

No Reportable Action

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:54pm by Vice President Robertson and a second by Director Alexander. Vice President Robertson(M), Director Alexander(S), President Landers(AYE), Director Bernal(AYE), Director Jones(AYE)

**Minutes taken by: Michelle Harris**

**Minutes typed by: Cynthia Ortega**