**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, November 22, 2022 Agenda**

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

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 Robertson, Vice President Parker, Director Knee, Director Reforma and Director Bernal. Also present were General Manager Garza, Board Secretary Michelle Harris, Maintenance Operations Director Mike Jones, and Attorney Dennis Hay.

1. **Agenda Changes**

None.

1. **Conflict of Interest.**

None.

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

None.

1. **Presentations.**

None.

1. **Consent Agenda.**
2. **Approve Minutes for the October 25, 2022, Meeting.**
3. **Approve Warrant Register for November 22, 2022.**

There was a motion made to accept the consent agenda by Vice President Parker and a second by Director Knee. Vice President Parker(M), Director Knee(S), President Robertson(AYE), Director Reforma(AYE), and Director Bernal(AYE).

1. **Discussion/Possible Action Items.**

None.

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

Board Secretary Michelle Harris went over the revenue, expenses, and cash on hand for the month of October. President Robertsons seat will expire in December. We need to fill this seat or the County will appoint someone to fill it. Mr. Robertson said he might be interested in sitting on the board and will need to think about it.

1. **Maintenance Staff Report.**

Maintenance Operations Director Mike Jones contacted Point 1 to discuss the problems we are having with the fiber optic lines. The lines are the reason we lost communication with the SCADA system that resulted in the loss of the use of well 9. They came out and found that we have 4 useable fibers. We are currently waiting to hear back from them to see if this will be covered under the warranty. The contract documents call for a 20-year warranty. There were no SSO’s in October. We are waiting on the delivery information for the Vac Truck. We had a delivery date for the end of November but that has changed again. With the addition of the ATF, Keyes CSD has become a regulated business under CERS(California Environmental Reporting System). This requires all Unified Program regulated businesses and local regulation Unified Program Agencies to report and submit mandatory Information electronically through CERS or a local UPA portal. This program protects Californians from hazardous waste and hazardous materials by ensuring consistency throughout the state. CalEPA oversees the statewide implementation of the Unified Program and its 81 certified local government agencies, known as Certified Unified program Agencies. The district failed to implement this when the ATF was completed and is currently working with our local regulator to become in compliance. We are subject to a $2,000 fine by Stanislaus County Hazardous Materials Program because of noncompliance. Staff is reviewing the draft SSMP. This is required to be updated and will be placed on the December agenda for approval. We are working with Gouveia to provide a response to The City of Turlock regarding their recent quarterly monitoring report review and notice of violation. We have reached out to Yorke Engineering who have experience with HBMP, permitting and compliance issues with hazardous waste management, water and wastewater permitting, and safety training.

1. **Introduction of new employees.**

General Manager Garza introduced Christy Brown, our new Administrative Assistant. He also introduced Austin Roberts and Wyatt Parker, our new Utility Worker II employees.

1. **Report on EPA/State Waterboard Event of November 2, 2022**

General Manager Garza discussed the EPA State Waterboard Event held at the ATF on November 2, 2022 and mentioned all that helped with the Project. General Manager Garza explained the funding that we received from the state for the Arsenic and the 123TCP. General Manager Garza stressed the importance of the water being safe to drink and affordable.

1. **Staff Comments.**

December 16, 2022 we will be having our annual Christmas party. Our December meeting will be held on December 20, 2022.

1. **Director Comments.**

None.

1. **Adjournment**

There was a motion to adjourn the meeting at 1:30 p.m. by Director Bernal and a second by Director Knee. Director Bernal(M), Director Knee(S), President Robertson(AYE), Vice President Parker(AYE), and Director Reforma(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**