**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, March 27, 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 February 27, 2018 Meeting.**
	2. **Approve Warrant Register for March 27, 2018.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
	1. **Discussion of budget impacts from salary increases and Possible action to allow COLA’s for employees 2018/2019 Budget.**

General Manager Ernie Garza went over the Salary Survey provided to the Board Members to compare other Districts pay rate and job descriptions with the employee’s rate and pay. Board Members discussed the tiers and what some of the employees were at right now. Vice President Robertson moved to recommend 3% for the COLA for the upcoming budget. President Landers suggested 2.13% CalPERS, Director Bernal felt we should hold off on paying any increase for the COLA for this year. Director Alexander felt it should be more than ½ percent. Director Jones felt 3% was agreeable. Director Alexander said 3% was agreed. Vice President Robertson moved to recommend the staff’s COLA to be 3%. Director Alexander(S), President Landers (AYE), Director Jones(AYE), and Director Bernal(NOE), (AYE’S) have it.

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

Mike jones met with Eric Morris from the Keyes School District and have mapped the location for the led samples to be taken. The 123 TCP samples were taken in January and well 7, 9, and 10 exceeded the MCL and well 8 was ND. The results for February were 85 parts per trillion. Based on the results we have received a compliance order no 01-10-18R-001 from the SWRCB The notice states we need to notify the customers about the levels of the 123 TCP. The Notice of Compliance will be sent with the customer’s bill this month, along with posting it in the lobby. We have until March 9, 2021 for Well 7 to comply. The State Water Resources Control Board adopted an MCL of 5ppt for the 123 TCP. It also established requirements for the detection limit for the purpose of reporting, identifying the best available technology for treatment and setting public notification and CCR language. This was adopted into law on December 14, 2017. In October of 2012 the staff started collection of quarterly samples because of the proposed MCL. Well 7 has been taken off line due to the January results by the direction of Brian Kidwell from the State and will be out until the 123 TCP treatment is utilized. A broken fire hydrant was discovered at 7th and Christine and was repaired. A hydrant was broken on Jessup Road on Sunday night and Mike Jones was contacted by the fire department to shut the water off. The hydrant was repaired.

**Financial Statements**

All expenditures are pretty much in line with what we budget for. We are in good shape.

* 1. **Jacobs Progress Report**

General Manager Ernie Garza spoke about the contract amount and where they are to date and the work performed. Also, critical issues schedule is very tight Jacobs asking the Contractor for an updated schedule. The good news from Pete Stamos estimated repair has increased. The Grant principal has increased from $20Million from $15 Million. The bad news compliance order 123 TCP states we will be charged by the SWRCB. We need to also have a Correction Action Plan. Supervisor Mike Jones has been in contact with Brian Kidwell from the State Water Board. They will have a conference call with Tod Robbins on March 28, 2018. During the weekly meetings, they noticed over on 9th and Esmail Ave. there is junk and debris and there is no Code Enforcement for garbage left in alleys. There are also other alleys you cannot get through. We need some type of Code Enforcement and consider what type of Powers KCSD has right now and go over it in for the April meeting. President Dave Landers said he will invite Veto to the next MAC Meeting to go over this situation.

* 1. **Correspondence**

 Ernie went over the SRF Claims, RCAC Claims and The Construction Meeting Minutes for the ATF from Jacobs.

1. **Staff Comments.**
	1. **Lee Fremming.**

Lee went over the Water Transmission & Dist. Systems Improvements everything is pretty much done on one side of town. The installation of new fire hydrants need to be done and, some water service connections. As of March 21, 2018, the ATF is continuing to construct the underground piping, drainage pipe and, waterlines. The application for TID electrical service has been completed and will be submitted. Ernie is signing now. The Consolidation project Blackwater reported they would send a few sets of revised plans to us. After review, the necessary changes will be made and sent to the SWRCB. They are also working on annexation application for Orchard Village and submit the application.

**Michelle Harris**

* + - 1. **Ethics Training**
			2. **Sexual Harassment**

Board members are required to complete the Ethics Training and Sexual Harassment training thru the CSD Website can take the classes for free. They must have an email address and they will provide you a password. SDRMA will give us incentive points which will a percentage off workers comp and deductible every year. Send to bethinfo@sdlf.org she will provide you a password.

1. **Director Comments**

President Landers received an email from the County regarding tire disposal. Board Secretary Michelle Harris commented that we have made copies of them here in the lobby for the customers.

1. **Adjournment**

There was a motion made to adjourn the meeting at 1.52 p.m. by President Landers and a second by Vice President Robertson(S) Director Alexander(AYE), Director Alexander(AYE),Director Bernal(AYE, Director Jones(AYE)

**Minutes taken by: Michelle Harris**

**Minutes typed by: Cynthia Ortega**