**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, October 25, 2022 Minutes**

1. **Call to Order.**

The meeting was called to order at 1:00pm.

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

Present were Director Knee, Director Reforma, and Director Bernal. President Robertson and Vice President Parker were absent. Also present were General Manager Garza, Attorney Dennis L. Hay, Maintenance Operations Director Michael Jones, and Administrate Executive Michelle Harris.

1. **Agenda Changes**

None.

1. **Conflict of Interest**

None.

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

Member of the audience, Steven Morrow, did not remember hearing a vote after the approval for the consent agenda. There was another vote and the consent agenda passed.

1. **Presentations.**

None.

1. **Consent Agenda.**
2. **Approve Minutes for the September 27, 2022, Meeting.**
3. **Approve Warrant Register for October 25, 2022.**

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

1. **Discussion/Possible Action Items.**
2. **Discussion and Possible Action to enter into contract with CCMI for Labor Compliance regarding 123 TCP Removal.**

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

1. **Discussion and Possible Action to adopt Resolution 2022-567, A Resolution of the Board of Directors of the Keyes CSD authorizing the general manager to sign financing agreement, amendment, and certifications for funding under the drinking water claims for reimbursement; authorizing general manager to execute budget and expenditure summary; authorizing general manager to sign the final release form and general manager to sign the certification of project completion.**

Pulled from agenda.

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

Board Secretary Michelle Harris went over the revenues, expenses, and cash on hand for the month of September. The Board was informed that on October 4, 2022 The Stanislaus County Board of Supervisors appointed Johnathon Parker, Ron Reforma and Michelle Bernal to a new term of office that will end on December 4, 2026. They will be sworn in at the December meeting. Director Cody Knee will remain in office until December 6, 2024. President Robertson will not be running which means we will have a seat that needs to be filled. This needs to be discussed among the Board and then I will report your decision back to the Stanislaus County Board of Supervisors. We will be holding our annual Christmas Party on December 16, 2022.

1. **Maintenance Staff Report.**

Maintenance Operations Director Michael Jones explained that we are still changing out water meters. MHK Construction repaired several cuts from previous water service repairs, and they repaired a leaking water service on Rhode Rd. There was a loss of communication between the ATF, the wells, and the office on October 15th. This caused wells 8 and 9 to not shut off when they were called to do so. Well 9 eventually shut down due to the pressure switch at that location. Well 8 continued to run and caused high pressure in the transmission line and several leaks at the plant. We believe the problem is with the fiber optic network. We have reached out to the contractor that originally installed the fiber and we are checking to see if this is still under warranty. There are 2 separate networks, one for SCADA and one for the security. We swapped the networks and now have communication for the SCADA again. There were no SSO’s for the month of September. The vac-truck should be here in late November. The chemical tank has been installed at Foote Rd and we are waiting for the Sulfelox to be delivered. Gouveia Engineering is in the process of updating our SSMP, this is due every 5 years.

1. **United States EPA Visit**

The EPA will be coming to the ATF and holding an event for us. The schedule is set to be from 10:30am to 1:00 pm. There will be speakers attending form the Waterboard and U.S. EPA staff. They will be discussing the funding that we have received, how we have used it and how important it is for these programs.

1. We have hired a Utility worker; his name is Austin Roberts. He will start on October 27th. We have also hired an administrative assistant; Christy Brown, she will begin on October 31st.
2. **Staff Comments.**

None.

1. **Director Comments.**

None.

1. **Closed Session**
2. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9**

Closed open session and went into closed session at 1:20pm

1. **Return to Open Session: Report on Closed Session**

Entered back into open session at 1:30, No reportable action.

1. **Adjournment**

There was a motion made to adjourn the meeting by Director Reforma and a second motion was made by Director Bernal

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**