**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, October 26, 2021**

**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 1:00pm.

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

Present were President Parker, Vice President Robertson, Director Knee, Director Reforma and Director Jones was absent. Also present were General Manager Garza, Maintenance Operations Director Michael Jones, Board Secretary Michelle Harris and Attorney Dennis Hay was present via zoom.

1. **Agenda Changes**

None.

1. **Conflict of Interest:**

None.

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

A customer came in after the meeting had started and stated that he paid his bill on the 25th after noon and he was charged late fees. He feels that he should not get late fees if he pays on the 25th as long as it paid before the end of the day. We asked him to let us finish with Item A and we would discuss his problem and he said he doesn’t ad then he left.

1. **Presentations.**

None.

1. **Consent Agenda.**
2. **Approve Minutes for the September 28, 2021 Meeting.**
3. **Approve Warrant Register for October 26, 2021.**

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

1. **Discussion/Possible Action Items.**
2. **Discussion and Possible Action to purchase Vac Truck.**

There was a motion made to purchase Vac Truck for $601,580.04 by Director Knee and a second by Vice President Robertson. We will be issuing a PO and this will lock in the price until we are able to purchase the vac truck. Director Knee(M), Vice President Robertson(S), President Parker(AYE), Director Reforma(AYE) and Director Jones(ABSENT).

1. **Discussion and Possible Action to enter contract with RGS.**

Board Secretary Michelle Harris addressed the board of the situation with the audit and the training for closing that is needed. RGS will be giving short term training for the audit close. Glenn Lazof of RGS spoke to the board about what they will be training Michelle on. Director Knee asked how long and what days would the training be on? Vice President Robertson asked for the training to not exceed 50 hours. There was a motion to give the General Manager authority to enter into contract with RGS not to exceed 50 hours by Vice President Robertson and a second by Director Knee. Vice President Robertson(M), Director Knee(S), President Parker(AYE), Director Reforma(AYE) and Director Jones(ABSENT).

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

Board Secretary Michelle Harris went over the revenue, expenses and cash for the month of September. We will be holding our annual Christmas lunch on December 17th from 11am to 1pm.

1. **Maintenance Staff Report.**

General Manager Ernie Garza went over the water usage for the month of September. There were no SSO’s in September. The SCADA system was completed and we have let the contractor know he can start the demo of the old lift station. USP Technologist have submitted their proposal for the H2S Control of Sulfides at the Foote Rd Force Main. The objectives were to establish proof of controlling the sulfide levels and minimize the H2S at the manhole and prepare a final project report for future use. The total of the project will be $8,374.00.

1. On November 10th, there will be a webinar of water efficiency testing and water audits.
2. There was a MAC meeting last week on October 21st. The County wants people to down load the Stan Connect app so you can submit concerns, contact the Board of Supervisors, Request illegal dumping, lost pet, etc... They assured us they look over all the claims and make sure they are sent to the correct department.
3. **Staff Comments.**

None.

1. **Director Comments.**

None.

1. **Adjournment.**

There was a motion made to adjourn by Vice President Robertson and a second by Director Knee. Vice President Robertson(M), Director Knee(S), President Parker(AYE), Director Reforma(AYE) and Director Jones(ABSENT).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**