**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, October 22, 2019**

**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 pm.

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

Present were President Landers, Vice President Parker, Director Alexander, Director Jones and Director Bernal. Also present were General Manager Garza, Attorney Andy Pinasco, Maintenance Supervisor Michael Jones, Board Secretary Michelle Harris and Engineer Lee Fremming was absent.

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

None.

1. **Consent Agenda.**
	1. **Approve Minutes for the September 24, 2019 Meeting.**
	2. **Approve Warrant Register for October 22, 2019.**

There was a motion made to approve the Consent Agenda by Director Bernal and a second by Director Alexander. Director Bernal(M), Director Alexander(S), President Landers(AYE), Vice President Parker(AYE) and Director Jones(AYE).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

NONE

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

Administrative Executive Michelle Harris went over the revenues and expenses, payments made for the arsenic treatment facility project and the cash on hand. Director Landers said that he would like to move the meeting in November to November 19, 2019 instead of November 26, 2019 because of the Thanksgiving holiday. The Christmas meeting has been moved to December 17, 2019 instead of December 24, 2019. We are also having our Christmas parts on December 20, 2019 from 11 to 1.

1. **Maintenance Staff Report.**

Supervisor Michael Jones discussed some of the problems they are having at the arsenic treatment facility and what they are doing to fix those problems.

1. General Manager Ernie Garza explained that we are going to hold off on reaching out to the consultant, Scott Meyers, for help at the arsenic treatment facility. Mike and Kevin are working through the problems that are facing at the arsenic treatment facility.
2. The office addition is going good. The plumbing inspection passed today.
3. **Staff Comments.**
4. **Lee Fremming.**

Spencer Supinger attended the meeting in place of Lee Fremming. The monthly conference calls for the ATF and the Consolidation project have ended. There is a water leak in the 14” water transmission line somewhere between the end of Maude Avenue and the end of Jessup Road. The initial study goes live tomorrow for the Foote Road Lift Station. The planning commission date has been set for December 19, 2019. The 10th street lighting project plans will be ready at the November meeting. There are additional charges in the amount of $1,800.00 that Lee would like to have on the agenda for November that will need to be approved. Cal Trans stated that if a service is extended to Best RV the service must be owned by the District. Lee has recommended that the smallest size needed for the service should be installed.

1. **Director Comments**

Attorney Andy Pinasco stated that they are working with Lee on feasibility for Best RV. President Landers informed the board that an adhoc meeting took place this month and they will be meeting again next month.

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:32pm by Director Bernal and a second by Director Alexander. Director Bernal(M), Director Alexander(S), President Landers(AYE), Vice President Parker(AYE) and Director Jones(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**