**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**Date: Tuesday, November 24, 2015**

**Time: 6:00 p.m.**

**Place: Keyes Community Services District, 5601 7th St., Keyes, Ca.**

1. **Call to Order.**
2. **Pledge of Allegiance.**
3. **Roll Call.**

Present were President Parker, Vice President Bernal, Director Alexander, Director Jones, Director Rice was absent. Also present were General Manager Garza, Engineer Lee Fremming, Attorney Rod A. Attebery was on speaker phone and Cynthia Ortega was acting as Board Secretary in the place of Michelle Harris.

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

None.

1. **Consent Agenda.**

**A) Approve Minutes of October 27, 2015.**

**B) Approve Warrant Register for November 24, 2015.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

**NONE**

1. **Items from General Manager.**

**A) Maintenance Staff Report.**

Michael Jones addressed the Board. Well 7 continues to remain down due to elevated Nitrate levels. The water levels are recovering, they are at 55' this month. He was hoping that when the water levels would start to improve the Nitrate levels would decrease. Michael Jones feels we need to evaluate different strategies in order to bring the well back into service. The water savings was at 26.4% as of November 18, 2015. There were 85 valves exercised this month. There was one impeller replaced at Anna pump station. We got approximately 4 years out of the previous impeller and the replacement is expected to last up to 3 times longer.

**B) Environmental Consulting Services.**

This item is regarding a Contract to provide Environmental Consulting Services for the District for the Arsenic Reduction Water Treatment Facility. General Manager Garza entered into this contract on behalf of the District without prior Board authorization for a few reasons. 1. We did not get this contract until after last month's meeting, I learned of it on the Friday of that week. 2. this was a request from the State from September. The state had contacted our District Engineer regarding some of the tasks that they wanted us to revisit, or they wouldn't move ahead with the funding agreement. 3. It is not an enormous amount. 4. One of the tasks that they are calling for takes 30 days. The letter states that according to a September 24th e mail to Mr. Lee Fremming from Marcus Pitts the State is requesting greater detail and clarification on the field survey that was conducted as part of the projects cultural resources investigations. These same people did it four years ago and have since archived their project files. Without them reviewing their files it would be impossible for them to accurately respond to the State. They need to review the project files as well as the project description the District submitted to the State. The State is requiring that the projects previous record search of the State's Central California's Information Center's California Historical Resources Information System be updated. The State is also requiring the California Native American groups affiliated with the project area be re-contacted. The fee is based on the request of information presented in the e-mail that was talked about. Mr. Thomas Skinner from our consultants office said that it is not possible to establish a fixed fee for responding for specific question and inquiries without reviewing the project files. The contract will be a time and materials contract to provide those services with the understanding that the services be limited to responding to direct questions pertaining to the cultural resources investigation. Task A on the background and review is estimated at $3,100.00. Task B is estimated at $2,160.00. They will conduct a record search to update the historical resources information system in the North American Heritage Commission Sacred Lands. There will also be direct expenses of $525.00 that include, but not limited to, postage and handling of documents, photocopying, communications and outside service fees. The fee schedule is also included that shows other rates. There was a motion to ratify the General Manager entering into the agreement with Environmental Consulting Agreement by Vice President Bernal and a second by Director Alexander. Vice President Bernal(M), Director Alexander(S), President Parker(AYE), Director Jones(AYE), and Director Rice was absent.

**C) Resignation letter from Ryan Rice.**

Director Ryan Rice submitted a resignation letter due to him moving out of the District.

**D)** We had a kick off meeting for 123 TCP. We discussed our approach. Our District Engineer was there even though Gouveia Engineering will be taking the lead.

**E)** Bellkorp Engineering has backed out of the John Deere Annexation.

**F)** December 11th from 11am to 1pm we will be having a Christmas lunch that everyone is invited to.

1. **Staff Comments.**

**A) Lee Fremming**

The SWRCB is continuing to work on the funding agreement for the arsenic treatment facility. Lee will be contacting the supervisor of the gentleman from UPRR that he has been trying to get the encroachment permit for regarding the Main Lift Station. The fire service connection to the District water main on Jessup Road prepared by West Star Fire Systems was reviewed for the proposed A.L. Gilbert Project. We are holding up until they get the agreement approved or their Out of Boundary.

1. **Director Comments.**

Director Jones would like to get a flag pole. President Parker said that would be a great idea. He suggested that we do this when we start our office expansion.

1. **Adjournment:**

There was a motion made to adjourn at 6:20pm by Vice President Bernal and a second by Director Alexander. Vice President Bernal(M), Director Alexander(S), President Parker(AYE), Director Jones(AYE) and Director Rice resigned.

**Minutes taken by: Cynthia Ortega**

**Minutes typed by: Michelle Harris**