**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**SPECIAL MEETING**

**Date: Tuesday, November 19, 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 1:00p.m.

1. **Pledge of Allegiance.**
2. **Roll Call.**
3. **Public Comment on Non-Agenda Items.**

None.

1. **Consent Agenda.**
   1. **Approve Minutes for the October 22, 2019 Meeting.**
   2. **Approve Warrant Register for November 19, 2019.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
   1. **Discuss and Consider approving the 10th Street Lighting Project and authorizing advertisement for bids.**

There was a motion made to approve the 10ths Street Lighting Plans and authorize the advertisement for bids 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. **Discuss and Consider approving a request from Quad Knopf, Inc. to increase fee limit on the 10th Street Lighting Project.**

There was a motion made to increase the fee limit on the 10th Street Lighting Project by Vice President Parker and a second by Director Alexander. Vice President Parker(M), Director Alexander(S), President Landers(AYE), Director Bernal(AYE) and Director Jones(AYE).

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

Board Secretary Michelle Harris went over the revenue, expenses and that total cash accounts for the month of October. She also went over the total amount expensed on the Arsenic Treatment Facility.

1. **Maintenance Staff Report.**

We are still working through the bugs at the plant. The main issue is the pressure bleeding off when the plant is off line, other that well 8. We ended up finding up it is the valves leaking. All the valves are leaking except at well 10. Now we are working on recycling backwash water. We are waiting for Jacobs to give us a call back. Juan and Miguel are working on exercising the valves. Jo Ann is working on a spreadsheet with a list of all the houses with the dates built. We will need to do a lead and copper test next year since the arsenic treatment facility is up and running.

1. **Jacobs Status Report.**

The total contracted amount is $1,424,122 and the amount paid to date is $1,396.000. Some of the critical issues that we are facing is the startup of the Plate and Frame filter press system. We have not created enough solids to test. The completion of the O & M Manual and an unresolved CBI claim. Received an e mail from Brian Kidwell asking for an update regarding the dewatering recycling portion of the treatment plant. He is asking if we know what chemicals are going to be injected in the dewatering recycling portion of the treatment plant? I forwarded this e mail to Mehdi and Mike Di Nopoli. Mehdi forwarded the email to Phil Sack. They are going to let us know when we can set up a meeting with all parties.

1. Received an e mail from LAFCO and they are working the municipal service renew for the SOI update. Our legal counsel is working on this with us.
2. **Staff Comments.**
3. **Lee Fremming.**

The conditional use permit was submitted in April and Lee things it is scheduled for December 19th. Lee contacted Cal Trans and they said the District would have to own the water service and the water service would be at the Districts discretion. Mr. Reed has said that a 2” service. Some of the problems that could face the district would be a leak under the freeway, an accident that was caused because of a leak, the future cost of replacing a crossing because of age or faulty construction. Another thing is the 8 separate parcels that are out there. We want to make sure that we have cross connection control. One of the conditions Lee would like to see is that the 8 separate parcels be combined into one. Attorney Andy Pinasco said the next step would be to determine the conditions that the District would require and memorialize everything. We would then present the memorialized agreement to Best RV with the Technical conditions that Lee is requiring as well as the financial obligations. After Best RV looks over the agreement we would bring back any comments made for the boards review. The board will then approve or reject the comments. The agreement would be put into place and the next step would be establishing how the construction will proceed. If the board is going to give direction to move forward Lee and Andy will work together to create agreement and present it to Best RV. We would like to be able to come back in the December meeting with any comments if any from Best RV and determine if the project is feasible so we can move forward at the beginning of next year. The board directed Attorney Andy Pinasco and Engineer Lee Fremming to put together an agreement with the Districts terms and submit to Best RV for approval or comment. Mr. Amari and Mr. Reed from Best RV agree to one service line. They stated they have 3 wells that they are going to use for irrigation, firefighting and washing RV’s. The only thing they are interested in is drinking water for the office.

1. **Director Comments**

None.

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:36 pm by Director Alexander and a second by Vice President Parker. Director Alexander(M), Vice President Parker(S), President Landers(AYE), Director Bernal(AYE) and Director Jones(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**