**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, March 23, 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 1:00 p.m.

1. Pledge of Allegiance.
2. Roll Call.

Present were President Parker, Vice President Robertson, Director Alexander, Director Jones and Director Knee.

1. Agenda Changes.

None.

1. Conflict of Interest:

None.

1. Public Comment on Non-Agenda Items.

None.

1. Presentations.
2. Report and Update on GAC Project. (Alfonso Manrique, Mario Gouveia)

When we first started working on the feasibility study for Keyes, we looked at a few different ways to treat the water.

1. Centralized location.
2. Well head treatment.
3. Combining two of the wells.
4. Jennie Avenue parcel.

While researching treatment we have been putting together the documents that the state requires for their application. This application has two packages, a technical and an environmental package. The only thing left is the TMF assessment which we are in the process of completing at this time. When the state receives this document, it must be reviewed and can take about 6 months. After this is approved by the state, we will come back with a funding agreement for Keyes to review. Since Keyes has received a settlement the state will take that into consideration when they are looking at funding.

1. Consent Agenda.
   1. Approve Minutes for the February 23, 2021 Meeting.
   2. Approve Warrant Register for March 23, 2021.

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

DISCUSSION/POSSIBLE ACTION ITEMS

* 1. Consider authorizing the General Manager to enter a contract with CB Merchant Services for collection of non-payment accounts.

Tabled.

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

Board Secretary Michelle Harris went over the revenue and expenses for the month of February. The board members were reminded of the ethics and sexual harassment training that is required as well as the SDLA conference that will be held in September.

1. Maintenance Staff Report.

Maintenance Operations Director Michael Jones went over the total water production for January and February. We are required by the state to test 40 homes for lead and copper routinely. All homes were non-detect for lead and 16 had a detect for copper. We are required to inform the customer if there is a detect for lead within 30 days of the results. We will be sending the results to all customers regardless of the results. We are required to test twice this year and annually for the next three years before we can go back to the next three years. There were no SSO’s in the sewer. The work is continuing at the Foote Rd Lift Station.

1. Seal Coat Parking Lot.

DL Cathcart will be sealcoating the parking lot.

1. Phone System.

There will be an upgrade to our phones by Quality Communications.

1. Staff Comments.
2. Lee Fremming.

The electrical equipment should be delivered to the Foote Rd Lift Station next week. A major delay to this project is getting the electrical components. The connection between the existing force main that is in the railroad right of way and the one in Monte Vista that was created year ago. That will be happening on Thursday of next week. Keyes 19 North and South still have to provide proof that all requirements that the Districts Standards have been completed and the maps still need to be updated. Keyes at Norma still has nothing to report.

1. Director Comments.

None

1. Open Session Disclosure Regarding Closed Session Items pursuant to Government Code Section 54957.7.

Close open session and enter closed session at 1:50p.m.

1. CLOSED SESSION.
   1. Public Employee Performance Evaluation pursuant to Government Code Section 54957

Title: General Manager

1. Open Session Report on Closed Session Pursuant to Government Code Section 54957.1.

Reconvene into open session from Closed Session. General Manager Garza will be receiving a 6% raise increase this year and a 7% raise next year.

1. Adjournment.

There was a motion to adjourn the meeting by Director Alexander and a second by Director Jones. Director Alexander(M), Director Jones(S), President Parker (AYE), Vice President Robertson(AYE) and Director Knee(AYE).

Minutes taken by: Michelle Harris

Minutes typed by: Michelle Harris