**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS MEETING**

**Date: Tuesday, October 25, 2016**

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

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

1. **Call to Order.**

The meeting was called to order at 6:00 p.m.

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

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

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

None.

1. **Consent Agenda.**

**A) Approve Minutes of September 27, 2016.**

**B) Approve Warrant Register for October 25, 2016.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

**A) Discussion and Possible action to approve Bonita Ranch Unit 5 Agreement.**

There was a motion made to approve Bonita Ranch Unit 5 Agreement by Director Landers and a second by Vice President Bernal**.** Director Landers(M), Vice President Bernal(S), President Parker(AYE), Director Alexander(AYE) and Director Jones(AYE).

1. **Items from General Manager.**

**A) Maintenance Staff Report**

There were 2 new water meters installed at Bonita Ranch. The block heater for the stand by generator at Well 9 and 10 failed. Well 9 block heater was replaced and well 10 will be replaced. Approximately 200 valves are scheduled to be exercised in November. A check valve at Anna Lift Station was found to be defective. Both valves will be replaced at this location since they are extremely old. Routine Maintenance was completed at all lift stations. The report from the meeting with the Sanitary Engineer was received; the items that require are attention is listed as followed;

1. Water Leak at Well No. 7 Repair and Replace

2. Water Leak at Sand Separator Located at Well No. 8 Opened and Cleared

3. Water Quality Emergency Notification Plan Updated

4. Valve Exercising Program No plan but scheduled, write one up

5. Flushing Program No plan but scheduled, write one up

**B) Financial Reports**

**C) Request for Comment for LAFCO regarding Keyes 19**

 None.

D) **Street Light Project**

Mike and Kevin have been working with Lee on the street light project that is going to take place on 10th St. This is going to be a very large project and we have decided to wait until next fiscal year to start the construction. There is a lot of work that needs to be done before we get started. We want to prepare this year with easements and such. It will cost approximately $80,000 to $120,000. We are going to prepare everything this year and then budget for the actual construction next year. Lee stated that we have a narrow right away in terms of what is available behind the sidewalk. This is going to require us to get an easement to put the street lights in. We are also going to have to go out to bid because of the amount. There are going to be 10 lights total. General Manager Garza asked Board Secretary Michelle Harris the Street Light balance and she stated it was approximately $150,000. Director Landers asked where the lights on 10th Street were going. Lee said he has a map that we can refer back to. Director Landers said that when we first started this project they were supposed to go on the long streets on the South end first. Director Landers said that when the Board worked at it with the MAC that is the way it was formed. General Manager Garza said that he was unaware of that because he was not here at that time. Director Landers asked doing work from 13 feet from the curb in without getting an easement. General Manager Garza explained that it depends on the right away and that the PUE(Public Utility Easement) is not the same for everyone. Attorney Rod Attebery said that each lot is different. General Manager Garza said that he is going to do some more research and bring it back to the next meeting. President Parker asked that we bring a map to the next meeting so we can see some type of schedule of the street light construction.

**E)** **Rod Attebery is going to be going over an agreement for the ATF that was sent over by Pete Stamas.**

**F) Keyes School District wants to put in a modular building on Lucinda by Well 10. They are asking for a will serve letter. We have received some plans are going to be talking with Lee about this.**

**G) Aemitis Biofuel is wanting to build a liquid carbon dioxide plant on Jessup Rd. They are asking for requirements.**

1. **Staff Comments.**

**A) Lee Fremming**

The funding should be sent to the District by the fall. Bonita Ranch water system, including services has passed all the required tests and is now connected to the District's water system. There are still some things that need to be tested for the sewer and the street lights need to be installed which will occur after the sidewalk is constructed.

1. **Director Comments**

None.

1. **Open Session Disclosure Regarding Closed Session Items pursuant to Government Code Section 54957.7**
2. **CLOSED SESSION**

**A) Conference with Legal Counsel-Existing Litigation pursuant to Government Code Section 54956.9**

**Name of Case and Case Number:, Keyes Community Services District v. The Dow Chemical CO., it al., San Bernardino Superior Court, Judicial Council Coordination Proceeding**

**No. 4435, case no. CGC-13-528088.**

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

No Reportable Action.

1. **Adjournment**

There was a motion made to adjourn the meeting at 7:20 p.m. by Director Alexander and a second by Director Landers. Director Alexander(M), Director Alexander(S), President Parker(AYE), Vice President Bernal(AYE) and Director Jones(AYE),

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**