**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**SPECIAL MINUTES**

**Date: Tuesday, December 19, 2017**

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

1. **Ceremonial Matters.**

Director Landers presented President Parker with a plaque thanking him for all of his work on the Keyes Community Services District Board from 2005 to 2017.

1. **Administer the Oath of Office to newly elected officials.**

Board Secretary Michelle Harris swore in Mr. Timothy Robertson, Mr. Eddie Jones and Mr. William Alexander.

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

None.

1. **Consent Agenda.**
	1. **Approve Minutes of November 28, 2017.**
	2. **Approve Warrant Register for December 19, 2017.**
	3. **Approve Resolution 2017-526, A Resolution Designating Signatories for District Warrants.**

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), Vice President Bernal(AYE), Director Jones(AYE) and Director Robertson(AYE).

1. **DISCUSSION/POSSIBLE ACTION ITEMS**

NONE.

1. **Items from General Manager.**
	1. **Maintenance Staff Report**

Every 3 years we do a lead and copper test at 20 specific sites around the District and the schools were not required to be included. The state has sent out information that the schools are required by July 1, 2019 to include the schools. We will be getting in touch with the schools to let them know what will be required. Even though the state is requiring the schools to test it is our responsibility to pay for the testing.

* 1. General Manager Garza informed the Board that next month we will be bringing back information pertaining to the notification of the customer when their water is subject to turn off.
	2. General Manager Garza informed the Board that we have had a request for a will serve letter from someone who would like to put in a service station, convenient store and fast food across from the Chevron on Keyes Rd.
1. **Staff Comments.**
	1. **Lee Fremming**

Mozingo has not started construction yet. There will be work started in January after the holidays. Clark Bro’s is working on getting a laydown yard near the Arsenic Treatment Facility Site. Once they get a site they will be able to set up their trailers and get ready to start construction. Blackwater is 95% complete on the initial scope of the work that they had. One thing that has changed is adding Orchard Village Mobile Home Park. They had to revise the NOE which is required by CEQA and they will also need to get an out of boundary service agreement with LAFCO.

1. **Director Comments**

NONE

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:20 p.m. by Director Landers and a second by Director Alexander. Director Landers(M), Director Alexander(S), Vice President Bernal(AYE), Director Jones(AYE) and Director Robertson(AYE).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**