

**Grizzly Lake Community Services District
Minutes of the meeting of the Board of Directors**

September 03, 2024 (approved 09-17-2024)

1. Call to Order

A regular meeting of the Board of Directors for the Grizzly Lake Community Services District was held on Tuesday, September 03, 2024, beginning at 5:30 p.m. pursuant to the written Notice of Meetings. The meeting was held at 119 Delleker Drive in Portola, CA. Board members Sharon Castaneda, Darla Thompson, Charlotte Willis and Jeanne Collins were present. General Manager, Bob Howell, was also present. Sharon Castaneda called the meeting to order at 5:42 p.m.

A. Pledge of Allegiance

All Board members participated in the pledge.

B. Roll Call

See attendees noted above.

2. Public Comment

None

3. Consent Agenda

A. Approve Minutes of the August 06, 2024 Board Meeting

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the August 06, 2024, Board meeting as presented.

B. Approve Minutes of the August 20, 2024, Board meeting

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the August 20, 2024, Board meeting as presented.

4. Public Comments

None

5. General Manager Reports

A. New Connections/Applications

Joleen reported she has requested that the attorney draft a policy for the Board to review.

Bob reported we have received a check for a new connection for 217 Arriba.

B. CSWCB communication

Bob reported Mike Nielson is no longer with the State Water Board. We hope that we soon will be assigned to new permanent person. Bob reported he had a great working relationship with Mike and hopes to develop the same with our new person.

C. Update on costs for recent repairs

Joleen Cline reported the district recently received a bill from Q & D for just over \$9000.00 to remove the 3-foot-long grease plug that was blocking one of our 8" lines.

Bob reported Q & D has recommended that we put an additive in the line every 2 months to keep this from happening again.

Bob reported he and his staff are oiling the fire hydrants in preparation for flushing them. Staff are also clearing brush around the hydrants, repainting, and numbering them.

D. Update on reimbursement for water used during recent fire event

Bob reported he called to inquire regarding the billing and Cal Fire reported they cannot give any update on the status of this payment.

E. Update on sale of excavator

Bob reported the excavator is listed for sale, and he has reviewed the ad that is currently shown on the Caterpillar website.

F. Review and Approve Shaw Proposal

Bob described the Shaw Proposal which was provided with today's agenda.

G. Review and Approve Great Basin Control Systems Proposal

Bob described the proposal received from Great Basin which was provided with today's agenda. Bob provided the following explanations regarding the proposal.

Headworks: Replace the influent flow meter and composite sampler.

Influent Flow Meter: This is a 6" meter that measures flows.

Remote Monitoring Unit: This is a telemetry system for the Headworks and the Influent.

Contact Basin Flow Meter: The current meter is broken. This includes the connections to the new building.

RTU for Treatment Building: Remote Transmitter Unit. This can be added later and provides telemetry to monitor I/O without physically being at the treatment building.

Chlorine Analyzers X 2: These are needed to correctly dose the contact basin. One Analyzer is for chlorine, and one is for bromide.

Chemical Injection Pumps: These work with the Analyzers to properly dose the correct chemical.

The Board divided the proposal into 2 phases. Phase I includes the Headworks, Influent Flow Meter, and Contact Basin Flow Meter parts of the proposal. Phase II includes everything else within the proposal.

After review, upon motion duly made, seconded and unanimously carried, the Board approved phase 1 at a cost not to exceed \$25,800.00.

Bob reported the proposal does not include trenching or conduit. The Board reported they will re-visit the Phase II portion of the proposal once finances allow.

H) Update on Recruiting Efforts

Joleen reported she recently listed the help wanted ad on the California Rural Water Association Website. She asked if there are opportunities for the district to contract with another entity for licensed services.

I) Vehicle Needs

Bob reported he is planning to put a toolbox in the 2000 Ford for Michael to use in the field. He reported he will ask the board to assess vehicle needs again once another employee is hired.

J) Approve Electrical Service for aerators and controls

The Board reported the district cannot afford to take action on this item at this time.

K) Approval of purchase of 5 HP aerator

The Board reported the district cannot afford to take action on this item at this time.

L) Approval to install 3 phase power service and wiring at the pond

The Board reported the district cannot afford to take action on this item at this time.

M) Approve electrical service to the new building

Bob reported he is waiting on a proposal to present to the board.

6. New Business

A. Adopt Resolution 2024-01

After review, upon motion duly made, seconded and unanimously carried, the Board adopted Resolution 2024-01 as submitted (attached).

B. Adopt Resolution 2024-02: Connection Application and Fee Policy

This item was postponed to a future board meeting.

C. Report on grant application

Joleen reported that she, along with Sharon and Jeannie participated in a Zoom meeting with Gabrielle Berzamina. He provided instructions on how to submit the pond rehab application. Joleen and Jeanne will get together and begin the application.

7. Adjournment

After review, upon motion duly made, seconded and unanimously carried the meeting was adjourned at 7:42 p.m.