

**BOARD OF DIRECTORS MEETING
KNIGHTS LANDING COMMUNITY SERVICES DISTRICT**

REGULAR MEETING
March 16, 2021
MINUTES

1. CALL TO ORDER

Vice President Gilbert Plubell called the meeting to order at 7:01 pm.

2. ROLL CALL

Present:

- Directors: Ray Lomelli, Gilbert Plubell, Willie Morales Susan King.
- Not present: Teresa Borrego (joined meeting during discussion items).
- District Counsel: Not present.
- General Manager/Board Clerk: Leo Refsland.
- Admin Secretary/Bookkeeper: Vickie Chavarria
- Note: Vice president Gilbert Plubell is Chairing the meeting.
- Public: one unknown.

3. APPROVAL OF AGENDA

Vice President Gilbert Plubell called for a motion to approve the agenda.

Motion by: Director Susan King to approve the agenda as presented with addition of park/school playground under discussion.

Second by: Director Willie Morales.

Discussion: Director Sue King asked for the School/park playground area be added as a discussion item.

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

4. PUBLIC COMMENTS

Vice President Gilbert Plubell called for public comment – None.

5. CORRESPONDENCE: None.

6. APPROVAL OF MINUTES: February 16, 2021

Motion by: Director Susan King to approve the February 16, 2021 minutes as presented.

Second by: Director Willie Morales.

Discussion: None.

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

7. FINANCIAL REPORT:

- GM went over income. Received \$32,358.91 looking better. Received a bi annual payment. This created a bump in income. Still running at a slight deficit Still below anticipated income by about \$8,395 or 3.75%. COVID-19 still having an effect on income. Discussion followed about establishing lien process.
- GM explained the status of expense budget. Somewhat stabilized and holding it's own. PG&E is going to be tight. Roughly through 70% of budget year. Still looking at moving money around to balance. Had to replace compressor at Ridgecut pressure tank. Did the work ourselves did not have to hire an outside vendor to do the repair. The pumps at the ponds also went down because of an electrical failure in the controls. Tried to diagnose the problem and do the repair but still had to hire an outside vendor to perform the repair. Will be done tomorrow. Transformer will need to be replaced maybe more.

8. APPROVAL OF CLAIMS:

Vice President Gilbert Plubell asked for a motion to approve the claims for February 11, 2021 to March 11, 2021.

Motion by: Director Susan King to approve the claims for February 11, 2021/ March 11, 2021.

Second by: Director Willie Morales.

Discussion: Director Sue King asked about the CLS invoices.

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

Vice President Gilbert Plubell asked for a motion to approve invoices for Madison CSD Contract Management and Operations. Invoice for 2-21.

Motion by: Director Willie Morales to approve invoices for Madison CSD Contract Management and Operations. Invoice for 2-21.

Second by: President Ray Lomelli.

Discussion: Vice President Gilbert Plubell asked about the consistency of the monthly billing for the contracted billing

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

Vice President Gilbert Plubell noted no reimbursement invoice for Madison CSD Contract operations expenses this month.

Motion by: None.

Second by: None.

Discussion: None.

Vote: **Ayes:** 0 **No:** 0 **Abstain:** 0 **Motion:** None.

9. DISCUSSION ITEMS:

Kennedy Jenks: Discussion followed about the Kennedy Jenks 5year capital improvement plan. Including having L&M spend approx. 40 hours reviewing the draft CIP Everyone agreed that it would be a good idea. Need to make sure we have enough in the 1165 budget.

Prop 218 special meeting on 03-23-2021: Discussion followed about procedure of special meeting, and the presentation. All of the services the district provides and do not provide were also discussed.

Non-Profit Rates/Water only rates and structure: Discussion followed about lots that use water and not sewer. Is there a reduced rate or special credit for non-profits.

Installing updated clean outs, fees, method of determination: Discussion followed about on occasion the district has to determine who is responsible for the costs of correcting or upgrading service connections and WW cleanouts.

Storm-water responsibilities: Discussion followed regarding the district's responsibility of the stormwater maintenance.

Park/school playground area: There was discussion about efforts of the community wanting to work with the school and the county to help take care of the park area. There is a report known as a SWOT that Director Sue King will distribute to everyone. There is no project the district can currently apply the \$ 177,000 from prop 68 funds.

10. ACTION ITEMS:

a) **None.**

Motion by: None:

Second by: None.

Discussion: None.

Vote: **Ayes:** 0 **No:** 0 **Abstain:** 0 **Motion:** None.

a) GENERAL MANAGERS REPORT

- Had to replace compressor at Ridgecut.
- Working on the planning grant to replace headworks/lift station. There will be a delay because of financials. Had to check into compliance status. Will have to have a site visit/inspection. More than likely due to the condition of the WWTF there will be a violation with multiple infractions.
- Participated in meetings with CSDA and Assemblywoman Cecilia Aguilar Curry regarding impact of COVID and Infrastructure needs.
- Had to replace battery in Third Street generator.
- Turned the District truck into a temporary spray rig. Will need to completely rebuild the actual spray rig.
- There was discussion about odor in the water and what could cause that.
- Getting equipment sorted out.
- White Subdivision came up with another connection fee. Moving forward with building another house.
- There was discussion about grease control.

b) FUTURE AGENDA ITEMS

Tours

c) ADJOURNMENT

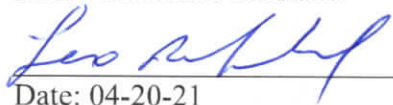
Meeting adjourned at 8:32 pm by Vice President Gilbert Plubell

NEXT MEETING DATE: Tuesday, 04-20-2021 @ 7:00 pm

President Ray Lomelli

Date: 04-20-21

Board Clerk Leo Refsland



Date: 04-20-21