

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

REGULAR MEETING
February 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, Teresa Borrego, Willie Morales Susan King.
- Not present:
- 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: President Ray Lomelli to approve the agenda as presented.

Second by: Director Teresa Borrego.

Discussion: None.

Vote: Ayes: 5 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: December 15, 2020

Motion by: Director Susan King to approve the December 15, 2020 minutes as presented.

Second by: President Ray Lomelli.

Discussion: None.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

APPROVAL OF MINUTES: January 19, 2021

Motion by: Director Teresa Borrego to approve the January 19, 2021 minutes as presented.

Second by: President Ray Lomelli.

Discussion: None.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed.

7. FINANCIAL REPORT:

- GM went over income. Still below budget by about \$11,000 or 5.3%. Will make up the difference through deferred maintenance on the expense side and if the rate increase goes through there will be additional revenues. President Ray Lomelli asked about effect of COVID-19 on income. Discussion about the effect of the pandemic and the inability to shut people off.
- GM explained the status of expense budget. Some depts. over others under. Will probably move money from 1071 Building repairs to other accounts that are over to make up for the shortfalls. Could move other surplus depts to cover other dept shortfalls as well. Being frugal with expenses trying to not spend any money right now This expense report has the Madison CSD contract payments and reimbursement included.

8. APPROVAL OF CLAIMS:

Vice President Gilbert Plubell asked for a motion to approve the claims for January 20, 2021 to February 16, 2021.

Motion by: Director Susan King to approve the claims for December 2020/ January 2021.

Second by: Director Teresa Borrego.

Discussion: Director Gilbert Plubell asked for clarification about the Madison CSD invoices for October and November.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

Vice President Gilbert Plubell asked for a motion to approve invoices for Madison CSD Contract Management and Operations. Invoices for 12-20 and 1-21.

Motion by: President Ramon Lomelli to approve invoices for Madison CSD Contract Management and Operations. Invoices for 12-20 and 1-21.

Second by: Director Sue King.

Discussion: Director Sue King asked if these were included in the earlier expense report. Yes they were.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

Vice President Gilbert Plubell asked for a motion to approve reimbursement invoice for Madison CSD Contract operations expenses paid. Invoice for 10-20 to 02-21.

Motion by: Director Willie Morales to authorize reimbursements.

Second by: Director Teresa Borrego.

Discussion: GM went over the reimbursable expenses. President Ray Lomelli asked about the battery purchases. He also asked about photos of work that has been completed. Vice President Gilbert Plubell asked about the responsibility of who pays for the clean out installations. Discussion followed about the process of either charging for the upgrade or making a judgement call on customer/district responsibility.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed.

Approve a personal reimbursement for GM who had to pay with personal funds for repair parts (Sycamore street) \$29.42

Motion by: Vice President Gilbert Plubell to authorize reimbursement.

Second by: Director Teresa Borrego.

Discussion: GM went over the reimbursable expense.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed.

9. DISCUSSION ITEMS:

Discussion followed about the Kennedy Jenks 5year capital improvement plan. Timelines, Issues that came up and have delayed further work.

Discussion followed about LAFCO MSR and the findings. Timeline for report of accomplishments. Director Sue King asked about #9 in the findings. A discussion followed regarding the Prop 68 funds and the County project at the school site.

10. ACTION ITEMS:

- a) **Approve and acknowledge new date for PROP 218 public Hearing for a rate increase 03/23/2021 as a special meeting date. The 03/23/2021 date was sent out in the official notice that was mailed to customers of KLCSD.**

Vice President Gilbert Plubell asked for a motion to approve Special meeting date for 03-23-2021.

Motion by: Director Willie Morales to approve the new date for PROP 218 meeting of 3-23-2021 as a special meeting.

Second by: Director Teresa Borrego

Discussion: Vice President Gilbert Plubell clarified that we would have our regular meeting date of 3-16-2021 and this would follow as a special meeting. GM explained that the power outage and some unanticipated repairs that were needed put him outside of his 45 day window for notification prior to the public hearing. The only thing that has changed is bumping the public hearing date.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed.

a) GENERAL MANAGERS REPORT

- Had a major power outage. Able to keep everything going.
- Some logistical problems were exposed. Will be better prepared in the future.
- There was discussion about the events and challenges that occurred during the power outage. Communication is very important.
- Getting equipment sorted out.
- Getting pickup and weed sprayer up and going.
- Had a YSAQCD inspection on the Third Street generator.
- White Subdivision came up with another connection fee. Moving forward with building another house. Cleaned up and inspected the interior of the existing shutoff boxes. Spent some money on replacement boxes. Some are damaged.
- Participated in a meeting regarding the CAL RURAL/ SWRF grant for the lift station improvements.
- Would like to change website to make it similar to MCSD and ECSD.

b) FUTURE AGENDA ITEMS


Vice President Gilbert Plubell reminded everyone that any board member can request that something be added to the agenda as well as the public.
Non-profit rate, clean out relocation charge, storm water system.

c) ADJOURNMENT

Meeting adjourned at 8:01 pm by Vice President Gilbert Plubell


NEXT MEETING DATE: Tuesday, 03-16-2021 @ 7:00 pm

President Ray Lomelli



Date: 03-16-21

Board Clerk Leo Refsland



Date: 03-16-21