

# KNIGHTS LANDING COMMUNITY SERVICES DISTRICT

PROVIDING - WATER - WASTEWATER - RECREATION - STREETLIGHT - DRAINAGE - SERVICE

## BOARD OF DIRECTORS MEETING KNIGHTS LANDING COMMUNITY SERVICES DISTRICT

REGULAR MEETING  
October 20, 2020  
MINUTES

### 1. CALL TO ORDER

Vice President Gilbert Plubell called the meeting to order at 7:00 pm.

### 2. ROLL CALL

#### Present:

- Directors: Ray Lomelli, Willie Morales, Gilbert Plubell.
- Not present: Director Teresa Borrego, Vacant.
- District Counsel: Not present.
- General Manager: Leo Refsland.
- Board Clerk: Leo Refsland.
- Admin Secretary/Bookkeeper: Vickie Chavarria
- Note: Vice president Gilbert Plubell is Chairing the meeting.
- **Public:** Susan King

### 3. APPROVAL OF AGENDA

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

**Motion by:** Director Willie Morales to approve the agenda as presented.

**Second by:** President Ray Lomelli.

**Discussion:** None

**Vote:** Ayes: 3 No: 0 Abstain: 0 Motion: Passed

### 4. PUBLIC COMMENTS

Vice President Gilbert Plubell called for public comment – Susan King spoke about process she has gone through to join KLCSD Board. GM gave a status update on her appointment. Should be appointed by BOS by next meeting.

### 5. CORRESPONDENCE: None

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## 6. APPROVAL OF MINUTES:

Moved to next regularly scheduled meeting.

**Motion by:** None.

**Second by:** None.

**Discussion:** Vice President Gilbert Plubell Mentioned he did not receive the minutes. GM Indicated September 15 minutes were completed and sent out. GM asked that the July 21, 2020 and August 18, 2020 and September meeting minutes get moved to the next regularly scheduled meeting.

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

## 7. APPROVAL OF CLAIMS:

Vice President Gilbert Plubell asked for a motion to approve the claims for October 2020.

**Motion by:** President Ray Lomelli to approve the claims for October 2020.

**Second by:** Director Willie Morales.

**Discussion:** AS/B Vickie Chavarria went over the claims presented. Discussion followed. President Ray Lomelli asked about the PG&E bills and Sierra Chemical. GM talked about trends with power usage and in the future, he will be looking at ways to reduce power usage. GM spoke about MCSD converting its Chlorine purchases and types of containers used to match KLCSD so that the delivery, storage and price would match and help with bulk purchase, storage and inventory of the chemical.

**Vote:**    **Ayes:** 3        **No:** 0        **Abstain:** 0        **Motion:** Passed

## 8. FINANCIAL REPORT:

- AS/B Vickie Chavarria went over shutoffs and income. GM spoke about effects of Governors order to not shut off service and not charging late fees. The income should balance back out. If it does not there will be focused scrutiny to find out why and how to correct.
- GM explained the expense budget. Some depts. go over others under. This is normal. All good as long as the overall budget balances. Currently it is. There was discussion about doing community outreach for water and energy conservation and the importance of fixing leaky faucets and plumbing.

## 9. DISCUSSION ITEMS:

There was discussion about the responsibility of the district to handle illegal disposal sites.

Update on the white subdivision regarding connection fees and current status of the project.

## 10. ACTION ITEMS: None

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**Discussion:** Vice President Gilbert Plubell asked about the purpose of the grant. President Ray Lomelli initiated this project and spoke about the history of the planning grant and its purpose. GM followed up with further explanation of the current condition and improvements needed to facilities, purpose of resolution and process to apply for planning grant. There will be opportunity to review and comment in the planning process.

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

**Roll Call Vote:** L: Y P: Y M: Y B: Y V: VACANT

## a) GENERAL MANAGERS REPORT

- GM presented a list of accomplishments and tasks that had been worked on in the last 30 days
- Superintendent position was eliminated.
- Might need to do a future closed session regarding a recent legal determination.
- President Ray Lomelli asked about status of generators and 3<sup>rd</sup> Street Well. GM gave update of discussions with Eaton staff and information learned.

## b) FUTURE AGENDA ITEMS

**Appoint New Director.** GM spoke about the open board position. Vice President Gilbert Plubell also spoke about the position and the process to fill the vacant seat.

**Rate Increase 218 hearing date.** Need to bump 218 public hearing to a future date. Target date for rate increase will be January 1, 2021

## c) ADJOURNMENT


Meeting adjourned at 7:52 pm by Vice President Gilbert Plubell

**NEXT MEETING DATE:** Tuesday, 10-20-2020 @ 7:00 pm

President Ray Lomelli

  
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Adopted Date: 11-17-20

Board Clerk Leo Refsland

  
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Adopted Date: 11-17-20