

Indian Valley CSD
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Board of Directors
Wanda Carpenter
Roger Cherry
Kristine Gorbet
Susan Doran

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MINUTES
IVCSD REGULAR MEETING
AUGUST 16, 2023 AT 5:30PM
IVCSD OFFICE, 127 CRESCENT STREET #5
GREENVILLE, CA. 95947

1. Call to Order: Board Chair Gorbet called the meeting to order at 5:30pm.
2. Attendance: Roll call by Board Clerk Ayres: Director Cronin, Board Chair Gorbet, Director Doran and Director Carpenter. Director Cherry was absent.
3. Pledge of Allegiance: Led by Board Chair Gorbet.
4. Agenda Approval:
Board Chair Gorbet stated that item # 21 Community Resilience Center be moved up after item #7 due to time constraints of the committee presenting. They have another presentation at The Spot at 6:00 pm. Director Cronin made a motion to accept the revised agenda. Director Carpenter seconded the motion. All in favor, agenda approved.
5. Public Comment: Non-Agenda items :
 - Laura Kearns issued a thank you to Mike Sundby and his team for the great care they have given the pool and park in Taylorville this summer. They would like to see the grass a little greener in the future.
 - Tracey Ferguson, Plumas County Planning Director, spoke regarding Structural Fire Protection for the Round House Council Site in Greenville. She sent an email to Fire Chief Orange regarding expedited request for comment, as this is a wildfire recovery rebuild with building permit submitted. Zoning Administrator hearing has been set for August 24, 2023. She thanked Fire Chief Orange for his prompt response.
6. Public Comment: Agenda items: None



7. Minutes Approval: 6-21-23 Regular Meeting Minutes: Director Carpenter made a motion to accept the minutes as presented. Director Doran seconded the motion. All were in favor, minutes approved.

21. Community Resilience Center:

- Tyler Pew presented blueprints that have been developed along with others for the California Strategic Growth Planning Grant for a downtown plan. There is an opportunity for IVCSD to take a leading role in the project. This is a larger scale grant for a complex of buildings.
- There are several Community Engagement presentations this week on Wednesday, Thursday and Saturday. All are invited to The Spot after tonight's board meeting to see the plans in further detail.
- Proposed items are a Community Center Building, Library, Community Kitchen, a spot to gather for emergencies and additional residential units.
- They have been working with architectural interns and architects to develop these plans with community input that honors our community history.
- Plans are to circle the downtown area with a large scale park. They are also considering ways to make the traffic flow slower through town.
- They are looking for organizations such as the IVCSD, IVRPD, Indian Valley Chamber of Commerce to provide programming for the space.
- The plan includes walking paths and pedestrian friendly spaces.
- They have been in conversations with land owners to see if they are interested in participating in particular the Masonic Lodge property and property owned by Randy Hovland.
- Stop by the Potter Handy Office next door to view the speculative designs for the project.

8. Financials Review: June/July 2023

- The June end of year financials were better than anticipated.
- We've had large one time expenditures in the last year.
- It is time to schedule a Finance Committee meeting before the next scheduled board meeting.
- The Finance Committee consists Director Gorbet and Director Doran and they would like to include Director Cronin in the next meeting.
- Director Doran what our past due amounts are and how we are proceeding on collecting these past due amounts. GM Cox stated we have approximately \$200,000 in past due accounts. The office staff is currently working on a series of warning letters we will send out in the mail.
- A Finance Committee report summary will be shared at the next IVCSD Regular Meeting.



9. General Manager Report: by Adam Cox

- Cal OES has contacted us regarding the removal of the office trailer and four conex boxes located at the GV fire station and IVCSD work yard on Hwy 89. The state has been renting these units on our behalf at \$17,000 per month. We will contact the contractor and see if we are able to purchase the buildings.
- The Plumas County Special Districts Association has been revived and held their first meeting at the IVCSD office since the Dixie Fire. There were 10 – 11 districts represented. They voted in a new president and it is our very own Adam Cox. One of the top issues of the group is to lobby the County Board of Supervisors to receive their share of the TOT funds from Plumas County Property Taxes.

10. Utility Operation Manager Report: by Mike Sundby

- Bidding on water line replacement projects has been completed with Dig It winning both. First phase will begin this late summer, early fall. Second phase will begin next spring.
- Taylorsville lift station overhaul has begun. Completed bypass tie in and begin decommissioning the old vault.
- Existing generator has outlived its life expectancy and will need replacement. I believe initial quote has been included.
- A security system proposal has been included.
- A new smart water meter system proposal has been included. We do not need to purchase 200 of them at this time. I'd like to start with 100.
- We have one more lift station on Calais Road. The control panel has been completely destroyed by theft of copper. There is a fairly new generator that has not been tested yet at the site. I do not know the condition of the pumps.
- PG&E has been very diligent this month and has not broken any water lines.
- Frontier is burying their lines in a few areas of downtown Greenville.
- Most of the lots that required soil remediation have been completed.
- Landscaping of Highway 89 Corridor will begin soon.
- The parks have been given a lot of attention and are looking good. We purchased paint for all the buildings.
- The pool has suffered some damage on the gunite steps. We sanded and stained the picnic tables, removed junk, cleaned bathrooms, bought new umbrellas. Looking into solar heat.
- Purchased road base from Dig It for Crescent Mills, Greenville Ponds, and Greenville Water Plant roads.
- Continued chasing leaks and purchasing repair supplies.



11. Fire Chief Report: by Bob Orange

- Continued to hold training meetings every Tuesday alternating between Taylorsville, North Arm and Greenville Stations. Additional work days were also scheduled during the week and on weekends. Continued to respond to emergency medical calls and accidents including a fatal where CPR was performed.
- On June 20 CHP attended our regular evening meeting in Taylorsville. We discussed vehicle accident scene management & emergency situation protocols. Dissected past vehicle accidents & situations.
- On Monday, June 26 we had a work day and cleanup at Taylorsville Station. Using a trailer & truck we hauled rubbish, recyclables & garbage to the Greenville Transfer Site.
- On July 18 there was a joint daytime training with USFS Engine 20 & 22 personnel based out of Greenville. We will meet at Greenville USFS and train doing progressive hose lays. IVFD will bring hose and utilizing the USFS wash rack will wash & clean our fire hose. IVFD has no wash rack for hose as it was burned up in the Dixie Fire. Will do progressive hose lays and make hose packs to replenish IVFD Engines with wildland hose.
- North Arm Fire Station exterior was repainted in the same colors as before. The interior was repainted this past winter. Exterior was last repainted approx. 10 years ago.
- Asphalt driveway at North Arm Station had numerous potholes in it and needed to be resealed. The potholes were repaired and a slurry coat applied for protection.
- Genesee Fire Station's exterior was stained and the doors repainted. A dark brown stain was used and the Engine Bay door & side door painted red. Same color scheme as before. Was last stained approx. 20 years ago. Rubbish was removed from the station also. A new exterior light mount fixture has been ordered to replace the old inoperable one. New pipe/hose fittings for the 2,500 gallon water storage tank there has also been ordered to better match the plumbing on our Engines.
- Several trips have been made to DMV in Quincy in getting registration paperwork transferred & completed on Engines. Is an ongoing process. CHP Officer Goings has done inspections/sign offs on Engines to accomplish this.
- For the July 4th parade in Taylorsville we had our Support Unit (#7681), two Type 3 Engines (#7672 & 7673) and one Type 1 Engine (#7625) in the event which was well attended.
- On July 3rd using the Water Tender #7632 IVFD washed down the bleachers for the Indian Valley Rodeo being held the next day. We continue to do ongoing maintenance on the Engines and updating the equipment complement.



- A hose storage rack accommodating 2,100' of fire hose was assembled and placed into North Arm Station. Previously there was no rack or storage shelves for the fire hose and it was simply stacked on the floor.
- An exact hose rack for Genesee Station has also been obtained which will be assembled and placed into service there. That Station also had no provisions for storage of fire hose.
- A SCBA air tank storage rack was obtained for Taylorsville Station. It was assembled and accommodates 28 air tanks. Previously we had one small home-made rack and the tanks were just laying around on the floor stacked up on each other.
- The storage systems for the SCBA's & fire hose have helped to greatly organize & tidy up the stations.
- The two main Engine bays at Taylorsville Station were installed with electric door openers.
- July 13 was an exceptional medical response day. Three patients from three different incidents were flown out of Indian Valley to trauma centers. These incidents were from a traffic accident, falling off a ladder and a stroke.

AUGUST 2023 UPDATE:

- Meetings continued on Tuesday evenings.
- Our SCBA composite tanks were pressure tested by Precision Hydro Services of Sacramento. SCBA tanks must be inspected every 5 years. Received information that on campaign fires this year OSHA is showing up at fire camps and inspecting Engines. If out of date SCBA cylinders are found fines of \$10k for each tank are being levied. Our steel SCBA tanks were removed from service and discarded by precision Hydro.
- Curtis & Sons inspected and recertified our SCBA air cascade refilling system. New air filter installed. This is to be done annually.
- Storage hose rack was taken to Genesee Station and assembled. Hose added. Two additional electric door openers were installed at Taylorsville Station.
- Insect foggers were placed in North Arm, Taylorsville and Genesee to kill black widows and other insects that we were finding in the stations.
- Two sets of new turnout gear were received. Engine 7622 was serviced and minor repair work performed. Engine 7622 had a water pump solenoid replaced that was defective. The water valves were also serviced to eliminate leaks.
- A travel trailer on Standart Mine Road that was being used as a residence by a PG&E contractor caught fire. It was a total loss. Fire was at 1am and we responded with two Engines.
- Medical calls are continuing to be responded to and are increasing.



12. Revise Policy 3270 Compensation for Fire

- The IVFD has used a point system as incentive for Firefighters to respond to calls and training. Each point is worth \$10
- This policy was in place prior to the Dixie Fire and has not been active since that time.
- Fire Chief Orange recommended that the amount per point be changed from \$10 to \$20 per point in an effort to maintain volunteer Firefighters. He also recommended removing clause 3270.30 that reads: Firefighters who respond to fires that fall within the “**California Fire Assistance Agreement**” (CFAA) will be reimbursed a flat fee of \$250 per day while they are on the fire. Partial Days will be at the same rate. Payment will be made as directed by the General Manager. This clause is no longer valid.
- Board Chair Gorbet made a motion to update the point value to \$20 per point and to remove clause 3270.30. Director Carpenter seconded the motion. All in favor motion carried.

13. Resolution 2023-008 2023 Volunteer Fire Capacity Grant

- IVFD (IVCSD) has been awarded a 50/50 State Grant in the amount of \$13,671.03 with matching funds to be provided by IVCSD. These funds are to be utilized in rural areas to upgrade their capability to organize, train and equip local forces for fire protection.
- The Grant Application submitted was for various equipment totaling \$40,000.05. They did not approve the purchase of 12 GPS units and 2 Portable Fire Pumps. Totaling a reduction of the state grant portion amount by \$12,658.00.
- Board Chair Gorbet made a motion to accept the VFC Grant and Resolution 2023-008. The motion was seconded by Director Doran. All in favor, motion carried.

14. Plumas Bank Signature Cards Updated:

- Signature Cards need to be updated to include our new Board Member Mary Cronin.
- Director Doran made a motion to sign and update the signature cards and Director Carpenter seconded the motion. All in favor and motion carried.

15. Umpqua Bank Signature Card Updated (emailed through DocuSign)

- Each Board Member has been emailed the signature card through DocuSign.
- Remaining Board Member was reminded to sign the document and it was signed after the Board Meeting.



16. Ratification of Public Works Emergency – Taylorsville Lift Station

- In July 2022 the lift station in Taylorsville had a failure.
- We have been renting equipment since that time to make the station function
- The work to repair the station is being performed and will be completed soon.
- Did not have to get bids due to the Public Works Emergency.
- Needs Board approval.
- Director Doran made a motion to ratify the Public Works Emergency Funding at the Taylorsville Lift Station Motion was seconded by Director Carpenter. All in favor, motion carried.

17. Greenville Security System Project – Bid Proposal

- Board members reviewed the bid proposal
- The security system will cover all facilities and will have an annual fee of \$1600 for the service after the equipment is installed.
- Director Doran made a motion to accept the bid from Odin Systems, Inc., Director Carpenter seconded the motion. All in favor, motion carried.

18. Water Meter Purchase – Bid proposal

- Board members reviewed the bid proposal
- These are drive by meters that can be read when driving past, this will save employees from having to dig in the wet and cold weather.
- The bid is for 200 meters, but we will order them gradually, starting with a purchase of 20 meters.
- Meters come with a 20 year warranty.
- Director Doran made a motion to accept the bid from Core & Main for drive by water meters. Director Carpenter seconded the motion.

19. Consideration of Bids Received for Greenville Water Efficiency Improvement Project

- Dean Marsh, Project Engineer with Sauers Engineering, Inc., held a public bid opening on June 29, 2023 at 11:00 AM for the Greenville Water Efficiency Improvement Project. Four bids were received and the low bidder is Dig It Construction of Chester, CA with a bid of \$2,213,866.
- This project will be funded through a grant from the Department of Water Resources through part of the Small Community Drought Relief Program. The total amount budgeted for construction from the grant is \$2,413,847 which exceeds the bid amount. The grant should cover the entire amount of the construction and have budget contingency to cover potential change orders.



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- Director Doran made a motion to accept the bid from Dig It Construction for the Greenville Water Efficiency Improvement Project. Director Carpenter seconded the motion.
- 20. Adoption of Preliminary FY 2023/2024 Budget**
- GM Cox was in the process of creating the budget and realized that more discussion with our accountant Mary Cheek needs to happen. Some areas of the funds from the previous budget need to be cleaned up.
 - The Preliminary FY 2023/2024 will be postponed until the September 20, 2023 Regular Board Meeting.
- 21. Covered after Item # 7.**
- 22. Board action plan:**
- FEMA Alternative Plan
- 23. Correspondence: none at the time of posting**
- 24. Closed Session Conference with Real Property Negotiators: read verbatim by Board Chair Gorbet at 7:05pm**
- 25. Closed Session Conference with Legal Counsel – Existing Litigation read verbatim by Board Chair Gorbet at 7:27pm**
- 26. Reconvene from Closed Session #24 at 7:15 pm
Reconvene from Closed Session #25 at 7:31pm**
- 27. Report on Closed Session #24: Board Chair Gorbet approved the negotiator (the general manager) to negotiate the purchase of the identified properties.
Report on Closed Session #25: Board Chair Gorbet stated that information was given to the board by management.**
- 28. Comments:**
Directors: none
Staff: none
- 29. Adjournment: Director Doran made a motion to adjourn at 7:32pm. Motion was seconded by Director Carpenter. All in favor, meeting adjourned.**

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Signed Board Chair: _____

Signed Board Clerk: _____

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