

MINUTES
LEWISTON COMMUNITY SERVICES DISTRICT
POST OFFICE BOX 164, LEWISTON, CA 96052
REGULAR MEETING JANUARY 7, 2025, AT 7:00 PM

LOCATION: LEWISTON COMMUNITY CENTER
130 TEXAS AVENUE, LEWISTON, CA 96052

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND DETERMINATION OF QUORUM
– The meeting was called to order at by Mel Deardorff at 7:00pm. Directors present: Mel Deardorff, Jenni Brookins, Jim Montgomery, Mary Nixon, Cyd Cooper (7:55pm). Directors absent: Others present: Gretchen Deichler LCSD Secretary, Les Duntsch (7:10pm – 8:30pm)
2. INPUT REGARDING AGENDA & NON-AGENDA ITEMS: Move 3.1 out of consent agenda and table until next meeting. Mel updated the board on the current situation with handling LCSD responsibilities and the fiscal impact of the water/sewer enterprise. He is concerned with cashflow for the water/sewer and reviewed upcoming bills. He also explained the increased workload on him due to Dorothy's absence and the impact of the newest water/sewer employee. Water meters had to be read manually as the electronic reading isn't working yet. Cyd Cooper provided an update on her meeting with Dorothy this month.
3. CONSENT ITEMS - It was moved by Jim Montgomery to approve 3.2 and 3.3 with corrections, seconded by Jenni Brookins and passed 4 – 0, 1 absent.
 - 3.1 Regular Meeting Minutes 12/3/2024 removed from Consent Agenda and tabled until next meeting.
 - 3.2 Fund 8207 Authorizations: Mid-Month Nov Bills \$2,288.69, Payroll \$6,532.94
 - 3.3 Fund 8217 Authorizations: Mid-Month Nov Bills \$407.31
4. DISTRICT GENERAL ITEM
 - 4.1 Discussion & possible action on Independent Audit Proposal for Years ending June 30,2024. It was moved by Jim Montgomery, seconded by Jenni Brookins to approve the multi-year audit proposal from Blomberg & Griffin Accountancy Corporation and passed 4-0, 1 absent.
 - 4.2 Discussion & Possible action on Prop 218 proposed inflationary increase to water & sewer rates – The board discussed the 45-day notice that will be sent out by the end of this week. The board reviewed the proposal and timelines. The public hearing will be on February 25, 2025 meeting. Les Duntsch asked about the proposed 3% increase and Jim Montgomery reviewed the current Proposition 218 and explained that an inflationary increase that is justifiable is 3%. He explained that the LCSD is pursuing a rate study and the application has been submitted for assistance with the rate study as the LCSD can't afford to do a rate study without assistance. Jim Montgomery moved to proceed with the Proposition 218 procedures to increase the rates with an inflationary increase of 3% and send the notice to customers with revisions discussed tonight no later than Friday, January 10, 2025 and do the public notice for the public hearing to be held on February 25, 2025, seconded by Jenni Brookins and passed 4 – 0, 1 absent.

4.3 Discussion & possible action on repairs to well 2 – Mel Deardorff advised that well 2 has been out of commission for a few months. A company pulled the pump recently. The last repair was in 2018. The cost estimate for a new pump, motor and labor is approximately \$8,500. Mel Deardorff recommended borrowing funds from the non-enterprise side of the house. Jenni Brookins moved to approve \$8,509.16 plus sales tax and borrow from non-enterprise funds (Gretchen mentioned they could book a due to or a due from to track it) seconded by Cyd Cooper and passed 5 – 0. Cyd mentioned that 50% of non-enterprise can be used for the water/sewer expenses.

4.4 Discussion & possible action on District web site accessibility issues. Jim Montgomery explained that the website is 87% compliant. The pdfs do not meet the law, and he reviewed the options. Streamline will charge \$7 per page to bring them into compliance. Jim will get clarification on how to meet the standard. The minutes and agendas on the website are not compliant. Only the agendas are required to be on the website. After he gets more information, he will make a recommendation at a future meeting.

5. FINANCE PAYMENT OF DISTRICT BILLS & INVOICES

5.1 It was moved by Jenni Brookins, seconded by Jim Montgomery and passed 5 – 0 to approve Payment of water/sewer Fund 8207 \$22,126.43, \$594,731.78 & 8247(no bills) monthly bills, Payroll & Grant Authorizations.

5.2 It was moved by Cyd Cooper, seconded by Jenni Brookins and passed 5 – 0 to approve Payment of non-enterprise Fund 8217 \$8,582.54 monthly bills.

5.3 Mel Deardorff reported the cash position 1/01/25, Fund 8217: \$150,237.07 Fund 8207: Grant \$594,794, Operation \$39,751.55.

6. FACILITIES

6.1 Discussion & possible action on maintenance & repair items at the Lewiston Community Center, Community Park (Toilets & Snack Shack) There was discussion about the drainage as during the recent rains there was a torrent of water and the grate by the gym was shooting into the water. A permanent fix would be installation of a culvert. There is no culvert for access to the gym on Fremont and in the past this wasn't needed. An encroachment permit will be needed to put the culvert in which would be the permanent solution. Mel Deardorff reminded everyone that no one owns the drainage system.

Calli the cleaner contacted Jenni about keys that were dropped down a storm drain. Cali has keys now. There are a few community members using the community center over the next few months. Once the water system is signed off then Jenni will let Randy know so that he can begin work on the sprinklers in the park. Jenni talked to a community member about the bleachers at the park.

7. FIRE DEPARTMENT

7.1 Monthly Activity Report (Information only, no Board action required) - Mel Deardorff reported there were 30 calls this month.

8. CLOSED-SESSION for the purpose of employee performance evaluation (Govt C §54957 (b)(1)) – There was no closed session.

9. REPORT ON CLOSED SESSION – None.
10. PUBLIC COMMENT: The public is invited to address issues not on the agenda. Mary Nixon asked for direction from the board about the applications received and should the ad in the Trinity Journal continue as no applications have been received from Trinity Journal. Stop the TJ, leave on the LCSD website and keep the job posting on Indeed.

The meeting was adjourned at 9:15pm. Next meeting is February 4, 2025.

Respectfully submitted,

Gretchen Deichler, LCSD Secretary