

MINUTES

LEWISTON COMMUNITY SERVICES DISTRICT

POST OFFICE BOX 164, LEWISTON, CA 96052

REGULAR MEETING TUESDAY MAY 2, 2023, AT 7:00 PM

LOCATION: LEWISTON COMMUNITY CENTER

TEXAS AVENUE, LEWISTON, CA 96052

CALL TO ORDER, PLEDGE OF ALLEGIANCE AND DETERMINATION OF QUORUM The meeting was called to order at 7:00 pm by Mel Deardorff. Attending were Directors Cyd Cooper, Jenni Brookins, Mel Deardorff, Jim Montgomery, Joe Kasper. Guests were LCSD Secretary Gretchen Deichler, Catherine Sidman and Chuck Colby.

2. INPUT REGARDING AGENDA & NON-AGENDA ITEMS:

There was input from Mel Deardorff regarding the leak in the plastic pipe that is part of the old water system on Skinner Hill. City of Redding will come out tomorrow to fix it.

3. CONSENT ITEMS & DISTRICT GENERAL ITEMS

3.1 Regular Meeting Minutes 4/4/2023 - It was moved by Jenni Brookins, seconded by Joe Kasper and passed 5 - 0.

3.2 Special Meeting Minutes 4/18/2023 - It was moved by Jim Montgomery seconded by Cyd Cooper and passed 5 - 0.

4. LEWISTON CSD WATER & SEWER

4.1 It was moved by Cyd Cooper, seconded by Joe Kasper to approve payment of water/sewer

monthly bills \$10,147.20. Motion passed 5 ayes.

4.2 Report on North Tank Paint issues & possible actions to repair - Mel Deardorff provided status and a copy of an email.

4.3 Authorize seeking Technical Assistance on Rate Study for water/sewer operations - It was moved by Jim Montgomery, seconded by Joe Kasper and passed 5 - 0 to authorize rate study. The board commented that this does not mean that there will be an increase, but just that there is just a requirement to do a study every 5 years.

4.4 Verbal Report Water/Sewer Cash position as of 5/01/2023: \$80,337 and Mel Deardorff commented that this does not include the \$83,000 grant for well 8 check which will be used to pay for the well and that it is not yet reflected on the County of Trinity reports. The authorizations for payments will be processed. However, LCSD still doesn't have the approval from the state for well 8. Jim Montgomery asked if the well 8 project is weather dependent, but Mel updated that the bid was awarded in December, but we are still awaiting the approval from the state. Once the letter of approval is received Mel will send it to the board members.

5. FACILITIES

5.1 Discussion & possible action on maintenance & repair items at the Lewiston Community Center, Community Park (Toilets & Snack Shack) - Jenni Brookins reported that it is getting close to being able to paint when temperatures increase and that broken limbs have been removed from the park. Other dead and dying limbs and trees will be removed. Regarding the leak in the bathroom, the plumber contacted Mel Deardorff while Jenni Brookins was playing phone tag with the plumber. The biggest leak is below the sink in the women's sink in the cinder block wall. Joe Kasper mentioned that the knob isn't long enough to completely stop it. Jim Montgomery asked about cinching it down. The main shut off valve needs to be shut off and the leak needs to be. Mel will call the plumber

tomorrow morning to get a date. Jenni Brookins continues to get calls from the public regarding lights that are on in the pavilion. It is the flat fluorescent lights. Joe Kasper and Jenni Brookins thought the lights being on at night could be good prevention and a deterrent to vandalism. Mel Deardorff asked if the electrician should look at the switch that was previously vandalized. Jenni Brookins explained that the Christian Biker group will be using the pavilion in May. Joe Kasper advised he'll start work on the community garden and will be seeking volunteers to help. Joe Kasper asked about the policies and procedures regarding the easement on Chadwicks' property and that the inventory of wells was not on the map. Mel Deardorff explained that the LCSD has rights to the water. Joe Kasper asked about selling the water rights and Mel Deardorff will research the LCSD water rights and the easement through the Chadwicks' property. Jim Montgomery will research if the LCSD owns the easement property. Joe Kasper asked about Chadwicks' fence and/or buildings and are they on LCSD property. LCSD no longer has water rights to pump out of multiple locations on the river. Jim Montgomery said we have no water rights to pump the water and the pump is essentially useless. The water rights were transferred at the time of the project. There was discussion regarding the survey of the property and that it didn't include some areas. Joe Kasper's question regarding water rights was answered. Mel Deardorff thought LCSD has two water rights because didn't want to lose any water. The LCSD pays an annual permit for the water rights and that the LCSD can't sell the rights to water. There was discussion of Trinity River water usage reported by residents on the Trinity River.

5.2 Verbal Report on Multi Court Sport Court Project - Mel Deardorff reviewed the Notice of Award in the amount of \$171,889 and Change Order #1 reducing it to \$154,889. There was discussion of a boat that is on LCSD property that must be removed before the project can be started. The required Status Report will be prepared by the engineers and an advance payment request will be submitted to limit the impact on cashflow.

5.3 Authorize recruitment of maintenance person for the community park and adjoining grounds.

The board discussed the need for a maintenance person. Tom Barnes will do the mowing but other projects. Jenni Brookins will contact the Smart Center. Maintenance work is paid at \$20 per hour and is seasonal to get the work done, i.e. weed eating, painting at the Lewiston Community Center; maintain the bathrooms, work at the sewer plant. Joe Kasper will get the recruitment on the website, and will look at the policy regarding job descriptions to share with Jenni Brookins.

6. FIRE DEPARTMENT

6.1 Monthly Activity Report (Information only, no Board action required)

Mel Deardorff provided an update. There were 17 calls. There was a professional brought in to debrief the medical incident and there is a payment to Marilyn Wooley. Mel Deardorff explained the report gives you an appreciation of what the volunteers give to the community.

7. FINANCE

7.1 It was moved by Cyd Cooper, seconded by Jenni Brookins and passed 5 - 0. Payment of non-enterprise monthly bills \$4,121.86 & Per Capita Grant invoices for engineering \$10,505.75. Mel Deardorff explained that payroll has not been received from the company yet and that signatures will be needed.

7.2 Verbal Report of non-enterprise cash position as of 5/01/2023 \$170,519

8. PUBLIC COMMENT: Catherine Sidman asked about the status of the gym use document as she hasn't been able to attend the last few meetings. Jenni Brookins explained the difference between an organized use versus an open gym and that it is on a first come first served basis. Joe Kasper explained exclusive use. Catherine Sidman asked if the bathrooms are open all the time and Jenni Brookins explained that the bathrooms are not available all the time due to vandalism. Currently the bathrooms have plumbing problems that need to be fixed. The bathrooms are opened for groups

with the use permit. The users of the ball field will need to obtain a porta potty for use as the park's septic system cannot handle the volume.

The meeting was adjourned at 8:10 pm.