

MINUTES

LEWISTON COMMUNITY SERVICES DISTRICT
POST OFFICE BOX 164, LEWISTON, CA 96052
REGULAR MEETING DECEMBER 3, 2024, 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 7:07pm by Mel Deardorff. Directors present: Mel Deardorff, Cyd Cooper, Mary Nixon. Directors absent: Jenni Brookins, Jim Montgomery
Others present: Gretchen Deichler LCSD Secretary, Chuck Colby
2. INPUT REGARDING AGENDA & NON-AGENDA ITEMS – Mel reported that Lorraine Dusi passed away unexpectedly. Dorothy has a medical issue and is unable to process the water and sewer bills. The LCSD answering machine was filled with messages. The board members came into the LCSD at 9am on Dec 3rd to be able to get the bills out. The new meters will be integrated, too and both routes will be adjusted to both be on the first of the month. Route one bills have been done (Skinners Hill) and Route two the subdivision will need to be processed. Les Duntsch had a question about his flat fee amount that is paid monthly. Cyd Cooper will check the Duntsch account. The board is aware of delinquent water/sewer accounts. Since Dorothy will not be back for a while the board will be looking into it.
3. CONSENT ITEMS - It was moved by Cyd Cooper to approve 3.1, no second required and passed 5 – 0. It was moved by Cyd Cooper to approve 3.2 and 3.3 with corrections, seconded by Mary Nixon and passed 3 – 0, 2 absent.
 - 3.1 Regular Meeting Minutes 11/5/2024
 - 3.2 Fund 8207 Authorizations: Mid-Month¹ Nov Bills \$381.79
 - 3.3 Fund 8217 Authorizations: Mid-Month Nov Bills \$336.70
4. DISTRICT GENERAL ITEM
 - 4.1 Discussion & possible action on District website accessibility as required by AB434 – Jim Montgomery was not at the meeting, but Mel Deardorff explained that Jim has shared information that the LCSD website has issues with accessibility. Mel will research it and this item will be carried over to next month.
 - 4.2 Discussion & possible action on LCSD Resolution 2024-3 Federal Excess Property Program – It was moved by Cyd Cooper, seconded by Mary Nixon and passed 3 – 0, 2 absent.
 - 4.3 Progress Report on recruitment for General Manager Water/Sewer – Mel Deardorff reported eight applications have been received. Mary Nixon asked how long to keep it open and should we respond to the applicants. Cyd will check the LCSD meeting tomorrow to see if there are any other applications. Most of the applications were received via Indeed. Board directed Mary Nixon to communicate with applicants that the board will not be doing interviews until January 2025.

4.4 Progress report on rate study for possibly increasing water & sewer fees – Mel Deardorff contacted the state representative and LCSD is in the que but the technical requests are on hold.

5. FINANCE PAYMENT OF DISTRICT BILLS & INVOICES

5.1 It was moved by Cyd Cooper, seconded by Mary Nixon and passed 3 – 0, 2 absent to approve Payment of water/sewer Fund 8207 \$393,282.70, It was moved by Mary Nixon, seconded by Cyd Cooper and passed 3 – 0, 2 absent to approve \$4,732.92(Payroll), It was moved by Cyd Cooper, seconded by Mary Nixon and passed 3 – 0, 2 absent to approve \$18,805.52 & 8247 monthly bills \$0, Payroll & Grant Authorizations.

5.2 It was moved Cyd Cooper, seconded by Mary Nixon and passed 3 – 0, 2 absent to approve Payment of non-enterprise Fund 8217 monthly bills \$5,563.35 & Grant invoices.

5.3 Mel Deardorff reported the cash position 11/28/2024 - Fund 8217: \$81,363.57
Fund 8207: \$424,620.87.

6. FACILITIES

6.1 Discussion & possible action on maintenance & repair items at the Lewiston Community Center, Community Park (Toilets & Snack Shack) – Mel Deardorff reported that the grant submitted for the ballfield improvements was not approved.

6.2 Discussion & possible action on security system for gym area joining Lewiston School system – The board reviewed the estimate from World Telecom Surveillance, Inc for two cameras in the amount of \$4,861.16 but there was no action.

6.3 Discussion & possible action on replacement of ballfield snack shack roof – Mel Deardorff deferred to Cyd Cooper, and she reported that the roof had a temporary fix. An estimate was received from T & L High Alps Construction for \$4,875 to repair the roof. It was moved by Mary Nixon to approve the bid from T & L High Alps Construction and seconded by Mary Nixon and passed 3 – 0, 2 absent.

7. FIRE DEPARTMENT

7.1 Monthly Activity Report (Information only, no Board action required) - Mel Deardorff reported there were 12 calls this month.

8. PUBLIC COMMENT: Les Duntsch asked about the status of the dirt disposal. The LCSD board provided an update. Chuck Colby reported the response vehicle is done.

The meeting was adjourned at 8:02pm.

Respectfully submitted,

Gretchen Deichler, LCSD Secretary