

**Grizzly Flats Community Services District  
Minutes of the Regular Meeting of the Board  
February 11, 2021**

**A. CALL TO ORDER**

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:30 PM by Director McKillop.

**ROLL CALL OF THE BOARD**

Present: Directors Chigazola, Davidson, Hannblom, Malonson and McKillop

Absent: None

Others: Kim Gustafson and Jodi Lauther

**SALUTE TO THE FLAG** was led by Director McKillop.

**B. APPROVAL OF THE AGENDA – Director Malonson made a motion to approve the agenda as presented. Director Chigazola 2<sup>nd</sup> the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.**

**C. PUBLIC COMMENT** – There was no public comment.

**D. CONSENT CALENDAR-** These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. **Approval of the minutes of the regular meeting on January 14, 2021.**
2. **Approval of the financial reports, spending, and purchase order for January 2021.**
3. **Review the GFCSO System Report for January 2021** – Director McKillop referenced page 19 of the packet and said that item 4 should be updated to note that the Operations Committee was scheduled to meet on February 12<sup>th</sup> (not February 11<sup>th</sup>.)
4. **Receive and file the Action List for February 2021.**
5. **Receive and file annual legal fee increase notification from Bartkiewicz, Kronick & Shanahan (water rights attorney.)**
6. **Receive and file the Local Agency Investment Fund's (LAIF's) investment report for the quarter ending 12/31/2020.**

**Director Hannblom made a motion to approve the Consent Calendar as amended. Director Chigazola 2<sup>nd</sup> the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.**

**E. OPERATIONS & FINANCE / Jodi Lauther, General Manager**

***Office Operations:***

1. **Announce Special District Risk Management Authority's (SDRMA's) nomination period to fill four seats on their Board of Directors** – Kim Gustafson referred the Board to page 31 of the packet and asked if any Board members were interested in serving on SDRMA's Board of Directors. There was no interest in being nominated to run for election for a position on the Board.
2. **Announce California Special District's Association's (CSDA's) nomination period to fill one seat on their Board of Directors** - Kim Gustafson referred the Board to page 33 of the packet and asked if any Board members were interested in serving on CSDA's Board of Directors. There was no interest in being nominated to run for election for a position on the board.
3. **Announce Special District Risk Management Authority (SDRMA)'s Virtual Spring Education Day, scheduled for March 3rd and 4th, 2021** - Kim Gustafson said that the District receives discounted insurance rates for participation in SDRMA's Spring Education Day. The maximum discount can be achieved when two Board

members and two staff members attend the training event. Director McKillop has expressed interest in participating. Kim will send out a follow-up message to the Board before the event to see if another Director is available.

4. **Discuss timeline for annual renewal of the District's liability and workers compensation insurance through SDRMA and get direction from the Board to see if they want to receive quotes from other agencies this year** – Jodi Lauther said that SDRMA had a significant rate increase for the Property & Liability insurance last year, mostly due to the recent wildfires. She mentioned that the District has maintained insurance with SDRMA since 1988 and asked the Board if they would like to receive quotes from other insurance agencies for comparison. The Board's consensus was that they would like to receive additional quotes for Worker's Compensation and Property & Liability insurance coverage together, or to be insured separately. If staff is unable to receive and present quotes before the March 11, 2021 regular meeting, a withdrawal notice can be submitted to SDRMA before April 1, 2021. That will give the District more time to consider available options as the withdrawal notice can be rescinded through June 30, 2021.

#### **Financial Operations:**

5. **Request approval for Corpro's cost to repair the Cathodic Protection System (CPS) at Winding Way tank and inspect the systems at the Forest View and Clearwell tanks during the same trip** – Jodi Lauther referred the Board to page 38 of the packet and said that the Cathodic Protection Systems at the Clearwell, Tyler and Winding Way tanks have not been inspected since installation in 2016. Staff contacted the CPS manufacturer Corpro Companies to request a quote to have them inspect and repair the system at Winding Way tank, and to determine the recommendation for how often they should be inspected. Corpro's unofficial recommendation was that the systems be inspected on an annual basis. They requested pictures of the Winding Way CPS system as reference for preparing the quote, and instantly noted that the issue there appeared to be a blown lightning arrestor. The purpose of a lightning arrestor is to absorb electrical energy in the event of a lightning strike, so that the other panel components are not damaged. They said that the Winding Way tank appeared to have been struck by lightning, and that the lightning arrestor had done its job. Staff thought it would be a good idea to have them check all three sites during their trip, so the quote listed on page 39 of the packet included a discount for a multi-tank inspection, as well as the cost for necessary repairs. The future schedule for CPS inspections will be discussed in greater detail during the budget adoption process.

**Director Chigazola made a motion to approve the one-time cost to have Corpro inspect the CPS systems at three tanks and repair the panel at Winding Way using Asset Management funds. Director Hannblom 2<sup>nd</sup> the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.**

6. **Request approval to purchase a 2100 Q Portable Turbidimeter (\$500) and 18 bags of anthracite coal (used in the treatment plant filtration media, \$10 per bag/total of \$180) from Bob Gilmore of Rescue Engineers** – Jodi Lauther said that the District has maintained a good working relationship with Bob Gilmore for over 30 years. He helped with the initial treatment plant design and setting up the Programmable Logic Controller (PLC) that automates the District's water treatment process. Bob will be retiring and would like to sell a turbidimeter (used to test water quality) and some anthracite coal (part of the filter media used in the treatment plants) to the District. This was great timing on Bob's part as the District's field turbidimeter just recently began to have issues, and a replacement unit was being researched by staff. The turbidimeter he is selling has only been used a handful of times, and although it costs around \$1,400 new, he was willing to sell it for \$500. He also had 18 bags of anthracite coal, which he was selling for \$10 per bag. Staff requested approval to purchase the surplus items for a total of \$680.

**Director Chigazola made a motion to purchase the portable turbidimeter using Asset Management funds and the anthracite coal from the O&M budget, Treatment Plant maintenance as presented. Director Davidson 2<sup>nd</sup> the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.**

**GENERAL BUSINESS ITEMS**

**F. EL DORADO WATER AGENCY (EDWA)**

- 1. Report from the meeting with Ken Payne, General Manager for EDWA, attended by Jodi Lauther and Director Chigazola on February 9, 2021** – Jodi Lauther said that she and Director Chigazola met virtually with Ken Payne (General Manager, El Dorado Water Agency) for an introduction to the agency’s goals, and in preparation of Grizzly Flats Community Services District taking a seat on their Board in February 2022.
- 2. Report from the February 13, 2021 El Dorado Water Agency meeting** – Neither Director Chigazola nor Jodi Lauther were able to participate in the meeting, so there was nothing to report.

**G. ANNOUNCEMENTS / DIRECTORS COMMENTS** – There were no updates or director comments.

**H. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Hannblom 2<sup>nd</sup> the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed and the meeting was adjourned at 7:10 PM.** The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, March 11, 2021.

Minutes submitted by:

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*Kim Gustafson, Board Secretary*

Approved by:

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*Sherry McKillop, Board Chair*

Date:

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