

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
January 13, 2022**

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 9:00 AM by Director McKillop.

ROLL CALL OF THE BOARD

Present: Directors Hannblom and McKillop

Called-in: Directors Davidson and Malonson, Cort Abney and Scott Myers (H2Ou), and Andy Vicars

Absent: Director Chigazola

Others: Kim Gustafson and Jodi Lauther

SALUTE TO THE FLAG was led by Director McKillop.

B. PRESENTATION TO STAFF BY THE BOARD OF DIRECTORS – Director McKillop presented certificates of recognition to Andy Vicars, Kim Gustafson, and Jodi Lauther for their work during the Caldor recovery process.

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

D. PUBLIC COMMENT – There was no public comment.

**Director Davidson joined the meeting via teleconference at 9:05 AM.*

E. 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 December 9, 2021.**
2. **Approval of the 2022 Regular Board Meeting Schedule.**
3. **Review Monthly System Report for December (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
4. **Receive and file the annual report regarding GFCSD's compliance with the Federal Trade Commission's Red Flag Rules in accordance with GFCSD policy.**

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

F. ANNUAL ORGANIZATIONAL MEETING

1. **Nominate and elect Board positions for the 2022 calendar year** – Kim Gustafson said that the Board should nominate and elect the Board Chair and Vice Chair positions by board motion and vote.

Director McKillop made a motion to nominate Lynn Hannblom for the Board Chair position. Director Davidson 2nd the motion. There were no further nominations. The vote was taken as follows: Director Chigazola – ABSENT, Director Davidson – AYE, Director Hannblom – ABSTAIN, Director Malonson – AYE, and Director McKillop – AYE. The motion passed.

Director Malonson made a motion to nominate Art Davidson for the Vice Chair position. Director McKillop 2nd the motion. There were no further nominations. The vote was taken as follows: Director Chigazola – ABSENT, Director Davidson – ABSTAIN, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop – AYE. The motion passed.

2. **Appoint members to the standing committees for the 2022 calendar year** – Director McKillop referred the Board to page 9 of the packet and asked if there were any specific changes that the Directors would like to make for committee membership. Following a brief discussion, Director McKillop announced that the membership would remain the same with the “Budget & Finance Committee” including Director Davidson, Director Hannblom and Jodi Lauther, the “Personnel & Policy Review Committee” including Director Hannblom, Director McKillop and Jodi Lauther, the “Water Operations Committee” including Director Davidson, Director Malonson and Jodi Lauther, and the “Capital Improvement Projects (CIP) Planning & Engineering Committee” including Director Chigazola, Director Malonson and Jodi Lauther.
3. **Confirm the service of Kim Gustafson as Board Secretary, and Patti Jobe as District Treasurer for the 2022 calendar year** - Kim Gustafson said that no action is required for this item. She went on to say that this item is just a confirmation to the effect that she will continue to be Board Secretary and Patti Jobe will continue to be District Treasurer in 2022.
4. **Select agency representatives for the 2022 calendar year (El Dorado Water Agency, Mountain Counties Water Resources Association)** – Kim Gustafson referred the Board to page 10 of the packet for a brief description about the El Dorado County Water Agency (EDCWA.) She said that a Board representative should be designated to participate in their monthly meetings. Director Davidson indicated that he would be happy to act as the EDWA representative if Director Chigazola is unable to do so. Kim Gustafson then referred the Board to page 11 of the packet for a brief description about the Mountain Counties Water Resources Association. She said that MCWRA is an agency that the District maintains membership with that unites small local water agencies together to give them a stronger voice. MCWRA keeps the District updated on important issues such as water right challenges and new legislation. Director Hannblom said that she would be willing to continue representing the District with the MCWRA.

G. CALDOR FIRE EMERGENCY RECOVERY / Lauther (discussion)

1. **Review the most recent Caldor Fire Status Report and updated schedule** – Jodi Lauther referred the Board to page 12 of the packet for the most recent Caldor Fire Status Report and asked if there were any questions. Director McKillop recommended that on page 14, the second to last bullet item under Actions and Activities be updated to “Provide temporary service connections for residents that wish (not wishing) to return to their properties.”
2. **Report on Damage Inventory which was submitted into FEMA by December 18, 2021** – Jodi Lauther said that the damage inventory was completed, and that staff is now working to submit details for the reported damages. Although the deadline for completing emergency work is March 12, 2022, staff is working to request an extension in case of inclement weather and other potential delays. Jodi went on to say that FEMA is working on reimbursements for the District. Director Malonson asked if the 105 hydrants that were identified as damaged are still functioning. Scott Myers said that most of those hydrants are still operational but have coating damage or gaskets that are missing, melted, or damaged. Scott did indicate that one fire hydrant is out of order due to damage from a tree company.
3. **Report on status of customer billing and the work done related to the rates by EDWA** – Kim Gustafson said that customer billing resumed the date that potable water was restored. There were 141 customers restored on October 14, 2021, 3 customers restored on October 18, 2021, 13 customers restored on October 28, 2021, 59 customers restored on November 12, 2021, one customer restored on November 19, 2021, one customer restored on December 9, 2021, and one customer restored on December 15, 2021. Kim said that she is concerned about resuming late charges due to significant mail delivery delays. The Board recommended that she look at the postmark date on their payment envelope and issue adjustments as needed if it was mailed on time.

Jodi Lauther said that on January 14, 2021, she will be talking with someone from HDR who was specifically assigned to help the District with the rate study so that it can be completed as soon as possible. The purpose of this study is to prove why we charge what we do to customers. Jodi noted that we would only need to go through the Proposition 218 process if rates are increased.

4. **Present updated Financial reports (year-to-date reports), discuss any emergency actions performed in accordance with Resolution 2021-01, and approve associated expenses** – Jodi Lauther referred the Board to page 19 of the packet and said that in December 2021, there was a net loss of -\$4,835.42 which does not include H2Ou’s O&M invoicing. She noted that she is working with Pro시오 Communications to develop customer correspondence that details why rates are important. Director McKillop noted that property values are higher if they have water meters, which is a selling point. Director Davidson noted that item 52100 Payroll Tax seemed high at 20%. Jodi Lauther believed that amount covered two months instead of one.

Director Hannblom made a motion to approve the Financial Reports and emergency actions which were performed in accordance with Resolution 2021-01 as presented. Director Malonson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – ABSENT, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

5. **Discuss Resolution 2021-01, Resolution of GFCSD, Declaring an emergency for the Caldor Fire, adopted on August 27, 2021, and confirm an emergency still exists in the District as described in the resolution** - Jodi Lauther requested that the Board declare if an emergency still exists due to the Caldor Fire, and if she should continue to operate under the conditions of Resolution 2021-01.

Director Malonson made a motion to confirm an emergency still exists and all terms of Resolution 2021-01 remain in place until reassessed at the next regular Board meeting in February. Director Hannblom 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – ABSENT, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

H. OFFICE & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **Discuss the process to start billing customers for consumption** – Jodi Lauther said that staff is ready to resume customer billing for water consumption and will read meters between January 18, 2022 to January 22, 2022 to establish a baseline meter read following the Caldor fire. This will also give staff an opportunity to check for faulty water meters. The first round of volumetric charges will be billed at the end of February, 2022 after the first month of meter reads have been verified.
2. **ADOPT RESOLUTION 2022-01 (if the Board sees the need to continue to hold remote meetings) - Adopt Resolution 2022-01, Proclaiming a Local Emergency Persists, Re-Ratifying the Proclamation of a State of Emergency for the Caldor Fire by Governor Gavin Newsom on September 1, 2021, and Re-authorizing Remote Teleconference Meetings of the Legislative Bodies of Grizzly Flats Community Services District for the Period of January 20, 2022, to February 19, 2022 CONSISTENT WITH THE TERMS OF CA GOVT § 54953, SUBDIVISION (E), PARAGRAPH (1), SUBPARAGRAPH (B)** – Director McKillop said that the Board is still unable to meet within the local jurisdiction and that another resolution should be adopted to authorize remote meetings from January 20, 2022 to February 19, 2022.

Director Malonson made a motion to adopt Resolution 2022-01 as presented. Director Hannblom 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – ABSENT, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

I. COMMITTEE MEETINGS

1. **Report from the Water Operations Committee (Davidson, Malonson, Lauther) that met on December 16, 2021 to discuss the following:**
 - a. **Caldor Fire Recovery - discuss temporary water connection options for temporary housing (RVs, alternative structures), and standards and options for service line replacements due to the Caldor Fire, which includes up-sizing lines to meet fire sprinkler requirements (something not eligible for FEMA funding)** – Jodi Lauther said that the Water Operations Committee discussed several topics including connections and upsizing lines, shared service lines and how to equitably split costs, and price comparisons as well as pros and cons for various installation methods including trenching, potholing and

boring to the water main. Director Davidson mentioned that customers may be able to keep their existing ¾" lines if they add a tank and pump to their location. The Committee also discussed developing a system addressing non-returning customers.

- J. ANNOUNCEMENTS / DIRECTORS COMMENTS** – Director Davidson recommended that a complaint be filed against AT&T for the lack of phone and internet service, and the fact that the treatment plants cannot call-out in case of an emergency. He said part of the problem is that AT&T does not take care of their back-up generator. It was recommended that a complaint be filed with the Federal Communications Commission (FCC). AT&T has indicated that they plan to install fiber optics by the end of March or early April, 2022 and that they have been experiencing issues with their cell tower.

Director Davidson went on to say that maintenance personnel should have distribution certifications. There was a brief discussion about the potential of hiring maintenance personnel without certifications, with the agreement that they will obtain certifications during their probationary period. Jodi Lauther, Directors Hannblom and McKillop concurred with this idea.

- K. ADJORNMENT- Director Hannblom made a motion to adjourn. Director Davidson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – ABSENT, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed and the meeting was adjourned at 9:52 AM.** The next regular meeting will be held via teleconference starting at 9:00 AM on Thursday, February 10, 2022.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Sherry McKillop, Board Chair

Date:
