

**Grizzly Flats Community Services District  
Minutes of the Regular Meeting of the Board  
February 9, 2023**

**A. CALL TO ORDER**

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:03 P.M. by Director Hannblom.

**ROLL CALL OF THE BOARD**

Present: Directors Chigazola, Davidson (in @ 6:07 PM), Hannblom, and Malonson

Called-in: Scott Myers

Absent: None

Others: Kim Gustafson and Mel Kelley

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

**B. APPROVAL OF THE AGENDA – Director Chigazola made a motion to approve the agenda as presented. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**C. PUBLIC COMMENT –** There were no public comments.

**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 January 12, 2023, regular meeting.**
2. **Review monthly System Report for January (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for December 2022 and January 2023.**
4. **Receive and file Special District Risk Management Authority’s 2023 Election Notification of Nominations.**
5. **Receive and file California Special Districts Association’s Board of Directors Call for Nominations Seat C form.**
6. **Receive and file El Dorado Local Agency Formation Commission’s “Election of Special District Representatives to El Dorado LAFCO, Nominations for Special District Commissioner” form.**

**Director Chigazola made a motion to approve the consent calendar as presented. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

*\*Art Davidson arrived at 6:07 PM\**

**E. OFFICE & FINANCE / Kim Gustafson, Interim General Manager**

***Office Operations:***

1. **Board vacancy update** - Kim Gustafson said that no letters of interest have been received for the vacant Board position, but the Vacancy Notice was reposted on Facebook and distributed to customers via email.
2. **Update on procurement from meeting with the District’s Attorney** - Kim Gustafson said that she, Scott Myers, Cort Abney, Director Davidson, and Director Hannblom met with Barbara Brenner on February 7<sup>th</sup> to discuss the District’s upcoming projects, various funding sources, and to request direction on what services H2Ou is able to provide. Staff will send Barbara a spreadsheet summarizing the various projects, funding methods, and how H2Ou would like to assist with each. Director Hannblom said that she would like to meet with Ken Payne of El Dorado Water Agency after the procurement issue is resolved. Scott Myers mentioned that he gave Barbara an idea of the information Scott and Cort have about the District which is not documented.
3. **Discuss the need for a rate study and to begin the Proposition 218 process** – Kim Gustafson said that she reached out to the El Dorado Water Agency to request cost sharing for the upcoming Cost of Services Study, but

she was told that is an operational cost and no longer eligible for funding assistance through the El Dorado Water Agency. There was a brief discussion about inflation and the District's financial situation. The Board requested that staff notify customers of the steps involved by newsletter.

4. **Discuss the Water Treatment Plant issues** – Scott Myers said that since Tyler and Winding Way tanks were lost during the Caldor fire, the only storage tank available is the Clearwell. He said that during the December 2022 storms, the Programmable Logic Controller (PLC) that automates the treatment plant controls died. Telstar came out to troubleshoot the issue and identified the broken part as an I/O module. They ordered a replacement module and installed it, but it did not fix the PLC. Scott said that Treatment Plant 1 cannot be run in hand because staff can't override the relays. Treatment Plant 2 can be run manually, but the District's Regulator at the State Water Resources Control Board said that the plants cannot be on without staff onsite as it is a health and safety concern. Staff is having to split up shifts so that the plants can run longer, including working on weekends. Scott will be coordinating with El Dorado Water Agency to meet federal bid requirements while purchasing parts and repairing the treatment plants. Additionally, the raw water has increased in turbidity. A company called Northstar chemical is coming up next week to test alternative coagulants since the Sterling 8809 currently in use is no longer adequately treating the water. The District will be receiving a violation from the Division of Drinking Water for exceeding the turbidity threshold in December 2022.
5. **Review Telstar quotes to purchase and install replacement PLC equipment** – This item was skipped since staff will need to go to bid for the PLC equipment purchase and installation.
6. **Adopt Resolution 2023-03 Authorizing Resolution for the Drinking Water State Revolving Fund** – Kim Gustafson referred the Board to page 44 of the packet and requested that the Board adopt resolution 2023-03 to authorize her as the designee to sign documents for the Drinking water State Revolving Fund application to upgrade the booster station and pipelines.

**Director Chigazola made a motion to adopt Resolution 2023-03 as presented. Director Hannblom 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

#### **F. CALDOR FIRE RECOVERY**

1. **Review the most recent Caldor Fire Status Report** – Scott Myers said he will contact Kyle Erickson at the El Dorado Water Agency to request a conference call with Acuren to discuss the tank inspection reports in more detail.
2. **Review El Dorado Water Agency's Public Assistance Weekly Status Report** – Kim Gustafson referred the Board to page 48 of the packet and said that the most recent update is listed at the bottom of each item.
3. **Update on hazard tree marking for private parcels along Eagle Ditch pipeline** - Kim Gustafson said that Forester's Co-Op has completed work on the main area South of the creek. They have not been able to get through 9N47 due to the road being washed out during the storms. When they get through, they estimate that they will have about 3 or 4 more days of tree marking before the report can be compiled.
4. **Report from meeting with Stantec and El Dorado Water Agency about damages sustained during the recent extreme weather events** – Kim Gustafson said that on January 25<sup>th</sup>, Rebecca Guo, Kyle Erickson and Rob Roscoe came up to take a tour of the District's damaged facilities. Rob Roscoe will be assisting the District by preparing scopes of work for projects that H2Ou cannot assist with.
5. **Report on status of customer billing** – Kim Gustafson said that 557 bills were distributed in January for a total of \$38,395.60, and that customer payments totaled \$42,946.92. She noted that 45 liens were filed for accounts that were more than 120 days delinquent.
6. **Review and approve distribution of the Request for Proposals for Civil Engineering Services for the 2023 Reservoir Liner Repair Project** – This item was tabled pending procurement clarification from Barbara Brenner.

- G. ANNOUNCEMENTS / DIRECTORS COMMENTS** – Director Hannblom referenced Jodi Lauther’s resignation letter and requested that a Personnel and Policy Review committee meeting be scheduled to revise the General Manager job description and to update Ordinance 88-1 to allow for refund of excess water service installation charges.
- H. ADJORNMENT- Director Malonson made a motion to adjourn. Director Chigazola 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye and the meeting was adjourned at 8:15 P.M.** The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, March 9, 2023.

Minutes submitted by:

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*Kim Gustafson, Board Secretary*

Approved by:

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*Lynn Hannblom, Board Chair*

Date:

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