



# Auburn Valley Community Service

## District

P.O. Box 8138 Auburn, California 95604

**Jim Leidigh (530)-269-1668**

**Gerald Sherburne (530-269)-1938**

**Bob Mantz (530-269-1802**

**John Imrie (530)-269-1831**

**Dale Kuehne (916) 549-6531**

## Minutes

### **BOARD OF DIRECTORS MEETING AND PUBLIC HEARING**

**Saturday, June 13, 2020**

**Meeting was held by Webex**

**Meeting called to order at 9:03 a.m.**

**Roll Call:** All Directors were present

**Established a quorum.**

**Approval of the June 13, 2020 Meeting Agenda (4-0)**

### **Reports From Directors:**

**Treasurer's Report** - (no report)

### **President's Report - J. Leidigh**

The required document has been submitted to the Placer County Elections Department regarding candidates for the upcoming elections and whether AVCSD would have a ballot measure.

The required paperwork has been submitted to the California Secretary of State in regards to Dave Christensen no longer being on the AVCSD Board of Directors.

Placer County Fair Political Practices Act requires a biennial report from agencies indicating whether their conflict of interest code complies with state law or requires amendment. Jim is in the process of completing the required forms.

AVCSD was formed via LAFCO (Local Agency Formation Commission Office) and as such is required to support the local agency. LAFCO recently sent their current budget and AVCSD will be submitting their yearly payment. The purpose of LAFCO is to review and approve or deny proposals for the formation, consolidation, or dissolution of cities or special districts; and to review and approve or deny proposals for the annexation to or detachment from cities or special districts. None of these proceedings may be initiated until approved by the Commission to develop and determine the sphere of influence for each local government agency.

AVCSD being a member of the California Special Districts Association (CSDA) has been very beneficial to the AVCSD Board members in keeping the board updated with legislative requirements for California small water districts. CSDA recently had an election and AVCSD submitted their ballot.

A professional diver recently contacted Jim about inspecting the inside of AVCSD storage tanks. The Placer County of H&HS in their report, recommended a water tank inspection. Bob Mantz will follow up with the inspections.

### **Vice President Report - J. Imrie**

John welcomed Dale Kuehne to the board and offered to help with Form 700.

### **Technical Director Report - Bob Mantz**

Posted on the AVCSD website - <https://auburnvalleycsd.specialdistrict.org> - Is the link to PG&E's "Keeping Californians Safe in a Changing Environment", information regarding wildfire threats and possible shut offs this summer.

On June 3, 2020, Bob, Charlie Burr (49er Water Services) and an inspector from Placer County Health Department did their every third year inspection of the well sites. The inspector found all the wells to be in good condition and was impressed by the existence of locks and security fences at all the well sites. The inspector also commended AVCSD for being proactive by installing a backup generator for well #2." The inspector recommended that AVCSD have a reserve fund to eventually replace the cover for the in-ground water storage tank.

The 2019 Consumer Confidence Report has been published on the AVCSD website. The drinking water is tested annually for quality as required by state and federal regulations. This report shows the results of monitoring for the period of January 1 to December 31, 2019 and may include earlier monitoring data.

## **Delinquencies/Volunteer Committee - Gerald Sherburne**

Each quarter homeowners are mailed a AVCSD statement for water and sewer with backup invoices. **The total amount on the statement is the amount due.** The invoices lists the items and amount for which the customer is charged. Failure to pay from the statement page will result in a late fee and a 30 Day Notice of Termination + 30 Day Notice to Lien for any amounts less than the statement total.

The Bond statement is also sent and a **separate** check needs to be issued for the Bond statement amount. Discussion was held regarding charging a fee if one check is received to cover both the Bond statement and the water/sewer statement.

A motion was made, seconded and passed (4-0) to adopt a \$25.00 fee if one (1) check is received to cover the water/sewer statement and the bond statement

Homeowners are reminded that payments need to be **received by the due date.** Payments received with a post mark of the due date will be considered late.

A friendly reminder will be sent by email to the community reminding them of payments due and possible late fees being assessed.

### **Consent Item**

The May 12, 2020 AVCSD Board of Directors meeting minutes were approved as amended. (4-0)

### **New Business**

The AVCSD appointed community member, Dale Kuehne, to fill the vacancy on the AVCSD Board of Directors. Dale holds a BA Degree in accounting and has worked many years holding various positions with the California Board of Equalization. A motion was made, seconded and passed (4-0) to appoint Dale Kuehne to the AVCSD Board of Directors as treasurer. Dale then read the Oath of Office.

Per state law, AVCSD Directors are required to file a Statement of Economic Interest (Form 700). Form 700 provides transparency and ensures accountability regarding an official's personal financial interests to ensure that officials are making decisions in the best interest of the public and not enhancing their personal finances. It also serves a reminder to the public official of potential conflicts of interest so the official can abstain from making or participating in governmental decisions that are deemed conflicts of interest. Dale is in the process of completing the form.

AVCSD 2020-2021 Budget was discussed in length at the May AVCSD meeting and a copy was sent to Auburn Valley property owners last month per email. A motion was

made, seconded and passed (5-0) to approve the AVCSD 2020 -2021 budget as published. Due to several home owners accounts and the one commercial account being in arrears, a mid year review might be needed and adjustments made. The budget goes into effect July 1, 2020.

On April 2, 2020, Governor Newsom issued Executive Order N-42-20 in response to the COVID-19 pandemic. This order restricts the ability of water service providers to shut off water to certain customers for non-payment. After consulting with Placer County Health Department, California Regional Water Quality Control Board and AVCDS legal counsel, it was concluded that Newsom's Executive Order does not apply to AVCSD's large commercial customer.

### **Administration - Diane Peterson**

Two homes closed escrow (Niblick Court and Upper Valley Road) and the new home on Curtola Ranch Road is scheduled to close escrow at the end of this month.

### **Public Comments**

**Adjournment** - there being no further business before the board, the meeting was adjourned at 9:50 a.m.

**Next Board Meeting:**  
**July 11, 2020**  
**9:00 a.m.**

Respectfully Submitted,

Diane Peterson  
Recording Secretary