

**HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
February 8, 2022
5:00 P.M.
Crowley Lake Community Center
58 Pearson Road, Crowley Lake, California
& Teleconference - ZOOM**

Minutes

1. **Isabel Connolly called the meeting to order at 5:07 p.m.**

A. ROLL CALL

Members Present: Cindy Adamson, Windsor Czeschin, Isabel Connolly and Garrett Higerd
Members Absent: Steve Shipley
Staff Present: William Czeschin, Keith Hafner, Lorinda Beatty

2. **ADDITIONS TO AGENDA - None**

3. **PUBLIC COMMENT- None**

4. **CONSENT AGENDA**

A. Financial Reports

1. Consideration & Approval of Disbursements List
2. One-signor Checks

B. Review Acceptance of Monthly Financial Reports

1. Account Balances – All Funds
2. Budget Report: YTD Actual to Budget Report January 2022
3. Southern California Edison Report

C. Approval of Minutes

1. Minutes of the Regular Board Meeting of January 11, 2022

Ms. Conolly requested the meeting date on the header of the minutes be corrected.

Motion: To accept the Consent Agenda Items as presented noting a correction to the date of the minutes.

Moved by Ms. Czeschin, Second by Ms. Connolly

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Higerd	Mr. Shipley
Aye	Aye	Aye	Aye	Absent

5. SEWER FACILITIES UPDATE - GENERAL MANAGER UPDATE

A. General Manager Report on Status of Facilities and Operational

Mr. Hafner reported there was a minor sewer blockage on January 20, 2022. Staff was able to clear the manhole and line. When snow melts staff will revisit the sight to further inspect the manhole.

January and February BOD's met requirements. Data submitted to Geotracker for 2021

12,600 gallons of waste sludge was removed utilizing Sierra Septic or Preferred Septic. The goal will be to haul sludge twice a month.

Clarifier parts were delayed due to some missing signatures and initials. Mr. Czeschin followed up and was able to initiate production. Delivery will be roughly April or May. Another set might be ordered after the successful install of the initial clarifier.

Mr. Czeschin reported that there was a frozen culvert causing water to spill onto Juniper Drive creating a fair amount of ice. There was no visible erosion to the road.

Mr. Hafner reported that he and Mr. Czeschin have been working on a routine and feels he can begin to reduce his hours.

6. NEW BUSINESS

A. Equipment Use Hours

Ms. Beatty reported that the preset 60 hours was utilized in December. Going forward the District will pay the hourly rate for the equipment used.

B. Budget Review

Ms. Beatty presented the current budget for consideration and preparation for next year's budget.

7. OLD BUSINESS

A. SoCalRen

Application was updated and needs to be resigned.

B. RDN Rate Study Update

Additional data has been requested and will be uploaded.

C. Employee Handbook- Update

Ms. Beatty reported there has not been any action on this item but wanted to keep the item on the agenda so that the staff and Board will continue to work on items.

8. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS

None

9. BOARD MEMBER COMMENTS/REPORTS

None

10. ANNOUNCEMENTS

A. Regular Board Meeting March 8, 2022, at 5:00 p.m. at the Crowley Lake Community Center – Covid restricts allowing.

11. CLOSED SESSION

A. Personnel Matter OIT/Maintenance Tech- Government Code §54957

No adjournment into closed session.

11. ADJOURNMENT

-

Motion: To Adjourn the February 8, 2022, Regular Board Meeting at 6:54 p.m.

Moved by Mr. Higerd, Second by Ms. Czeschin

Ms. Adamson	Ms. Connolly	Ms. Czeschin	Mr. Higerd	Mr. Shipley
Aye	Aye	Aye	Aye	Absent