

**HILTON CREEK COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING
Tuesday, November 18, 2025
5:00 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 PEARSON ROAD, CROWLEY LAKE, CA, 93546
Minutes**

1. **Ms. Isabel Connolly called the meeting to order at 5:06 p.m.**

A. ROLL CALL

Members Present: Ms. Isabel Connolly, Mr. Devin Preston, Ms. Windsor Czeschin and Mr. Mark Fiore

Members Absent: Mr. Steve Shipley

Staff Present: Ms. Lorinda Beatty, Ms. Chandler Sornoso, Mr. Billy Czeschin and Mr. Keith Hafner

Guests: Mr. John Pack, Mr. Dave Richman, and Mr. Tom Czeschin

2. **ADDITIONS TO AGENDA – None**

3. **PUBLIC COMMENT**

Mr. Pack requested meeting minutes from the previous meeting on October 21, 2025. Mr. John Pack also requested a plotted map of APN 060-180-005-000. Ms. Beatty also provided Mr. Pack with a packet of all of the findings regarding the property and explained to Mr. Pack to request any additional information from Mono County directly.

4. **PRESENTATIONS**

A. There were no presentations

5. **PUBLIC HEARINGS**

A. Snow Removal Bids

Ms. Beatty reported one bid was received for Snow Removal from Billy's Snow Removal. The bid was accepted.

6. **CONSENT AGENDA**

A. Financial Reports

1. Consideration & Approval of Disbursements List

B. Review Acceptance of Monthly Financial Reports

1. Account Balances – All Funds

2. Budget Report: YTD Actual to Budget Report October, 2025

3. District Fund Transfers – October, 2025

3. Southern California Edison Report

4. Equipment Use Hours Report

C. Approval of Minutes

1. Minutes of the Regular Board Meeting of October 21, 2025

Ms. Beatty requested that the consent agenda be removed due to not being complete. Therefore, the consent agenda will be placed on the December agenda for review and approval.

NEW BUISNESS

A. Plant Staffing

Board discussed filling the position of an Operator in Training. Mr. Czeschin stated that it would be more advantageous for the district to hire a Grade II Wastewater Operator so that more tasks could be shared with greater responsibility.

Public comment from Mr. Richman stated that he does not feel the district should be hiring more personnel and would like to see how funds are distributed from the increase in fees.

B. Pack Fire Update

All evacuations have been lifted, and the plant was unharmed by the fire. The plant is still completely accessible, and the fire is currently 96% contained. Mr. B. Czeschin discussed possible brush clearance surrounding the District.

7. **OLD BUSINESS**

A. Studio /1 Bedroom Apartment Guidelines Review – Square

Footage- Ms. Beatty stated that this item is not ready for the Board's review.

B. ADU Update- Ms. Beatty stated that this item is not ready for the Board's review.

C. Replacement Vehicle- No update

D. District Property – Watterson Drive - Mr. Billy Czeschin posted a "No Trespassing" sign on the property

E. Connection and Availability Fee Study Update- Ms. Beatty advised that the letter did go out for public notice before November 1, 2025 for the meeting on December 16, 2025.

8. **SECRETARY /ADMINISTRATIVE UPDATE**

A. General Update- Ms. Beatty stated that many projects are behind due to power outages, training the administrative assistant and fire evacuations, which included the removal of vital equipment/records from her office and putting office back together once the evacuation lifted.

Ms. Beatty stated that there is a change to the report for allocated funds which notes the beginning balance of funds before the rate increases and to date fund balances. Providing an overview of the funds.

- B. Administrative Assistant Training-** Ms. Beatty stated that Ms. Sornoso is working through providing drafts of the minutes and that the minutes can be one of the more difficult tasks to learn but will become easier with time. Ms. Sornoso attended the CSDA Board Secretary Conference on October 27-29 and participated in seminars on Meeting Minutes, The Brown Act, networked with other board secretaries and received her first year certificate.
- C. Delinquent Accounts-** Ms. W. Czeschin requested a list of delinquent accounts and Ms. Beatty advised that she has not had time to complete the project but will be providing a list in December.

9. SEWER FACILITIES UPDATE - GENERAL MANAGER UPDATE

A. General Manager Report on Status of Facilities and Operational

- 1. Plant Automation**– Mr. B. Czeschin stated that a selection of a R.A.S meter has been made and is still working on the installation.
- 2. Clarifiers** – Mr. B. Czeschin stated that work on clarifier #1 will be done as weather permits.
- 3. Wells** – No Update
- 4. Drying Beds-** Mr. B. Czeschin was able to clean 2 drying beds and haul sludge out of the plant.
- 5. Easements, Manholes and Sewer Lines** –Mr. B. Czeschin stated that one of the pumps at the lift station failed. Staff is analyzing the best action to replace or rebuild the pump.
- 6. Testing and Flows** – Flows are approximately 70,000 gallons and Mr. Billy Czeschin states that the plant passed the monthly B.O.D testing
- 7. Juniper Drive Maintenance** – Mr. B. Czeschin would like the County to provide the stop bars and stop signs on Juniper Drive. Ms. Beatty stated that she does not believe they will as Juniper is a private road and not county maintained. However, she will research as time permits.
- 8. Miscellaneous Projects** – The diffusers were changed out on one of the aeration basins and this should reduce the electrical cost for the blower.

Scheduled and unscheduled Power outages continue to be problematic for the plant and lift station. Additionally, AT&T fails during power outages. Mr. Hafner suggested a possible letter to

AT&T regarding their failed generators during outages. Ms. Beatty will draft a letter for review.

10. NEW ITEMS/ADDITIONS FOR FUTURE AGENDAS –

Ms. Isabel Connolly would like to continue discussion about Watterson Drive Property

11. BOARD MEMBER COMMENTS/REPORTS – None

12. ANNOUNCEMENTS

A. Regular Board Meeting December 16, 2025 at 5 p.m. at the Crowley Lake Community Center

13. CLOSED SESSION

Motion: To Adjourn the November 18, 2025 Open Meeting into Closed Session at 6:55 pm

Moved by Mr. Preston, Second by Mr. Fiore

Ms. Connolly	Ms. Czeschin	Mr. Fiore	Mr. Preston	Mr. Shipley
Aye	Aye	Aye	Aye	Absent

Motion: To Adjourn the November 18, 2025 Open Meeting into Open Session at 7:48 p.m.

Moved by Mr. Preston, Second by Ms. Czeschin

Ms. Connolly	Ms. Czeschin	Mr. Fiore	Mr. Preston	Mr. Shipley
Aye	Aye	Aye	Aye	Absent

There were no announcements.

14. ADJOURNMENT

Motion: To Adjourn the November 18, 2025 Regular Board Meeting at 7:48 p.m.

Moved by Mr. Preston, Second by Ms. Czeschin

Ms. Connolly	Ms. Czeschin	Mr. Fiore	Mr. Preston	Mr. Shipley
Aye	Aye	Aye	Aye	Absent

The meeting was adjourned at 7:48 pm.