**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, November 23, 2021**

1. **Call to Order.**

The meeting was called to order at 1:00 p.m.

1. **Pledge of Allegiance.**
2. **Roll Call.**

Present were President Parker, Vice President Robertson, Director Jones, Director Knee and Director Reforma. Also present were General Manager Garza, Attorney Dennis Hay, Maintenance Operations Director Michael Jones and Board Secretary Michelle Harris.

1. **Agenda Changes**

None.

1. **Conflict of Interest:**

None.

1. **Public Comment on Non-Agenda Items.**

None.

1. **Presentations.**

None.

1. **Consent Agenda.**
2. **Approve Minutes for the October 26, 2021 Meeting.**
3. **Approve Warrant Register for November 23, 2021.**

There was a motion made to accept the consent agenda by Vice President Robertson and a second by Director Knee. Vice Robertson(M), Director Knee(S), President Parker(AYE), Director Jones(AYE) and Director Reforma(AYE).

1. **Discussion/Possible Action Items.**
2. **Discussion and Possible Action to accept Water and Wastewater Rate Study by Tuckfield & Associates.**

General Manager Garza went over the finding of the rate study and the conclusion that there will not be an increase to the water or sewer for the next 5 five years. Vice President Robertson wanted to know if we could charge less for the water or have a temporary rate for a short period of time. Attorney Dennis Hay said that at this time he does not feel that this would be okay. If you lower the rates and something happens that you would need to raise the rates back up, you would need to hold a Prop 218. There was a motion to accept the Water and Wastewater Rate Study by Tuckfield & Associates by Vice President Robertson and a second by Director Knee. Vice President Robertson(M), Director Knee(S), President Parker(AYE), Director Jones(AYE) and Director Reforma(AYE).

1. **Items from General Manager.**
2. **Administrative Staff Report.**

Board Secretary Michelle Harris went over the revenue, expenses and the cash balances for the month of October. She also spoke to the Board about required ethics and sexual harassment training that is due.

1. **Maintenance Staff Report.**

Maintenance Operations Director Mike Jones went over the water production for the month of October. There was some testing done at the ATF while running well 7. We discovered that we don’t need to use sulfuric to lower the Ph of the water. We are still using the ACH in the backwash to help with the settling and to obtain a clear supernatant to be decanted to the front of the headworks. There were no SSO’s in the month of October. Arnaudo Construction has been given the go ahead to start the demo of the old lift station. Lee has provided the contractor with plans to replace the existing air release valve. This would be done with a change order for the Foote Rd Project. USP technologies will be out around the first week of December to start the trial of the H2S odor control trial. Mike has a meeting with TESCO to do a site walk of Anna and Lizzie lift stations to see what it would take to move those 2 stations over to our SCADA system. We are getting a quote from Bockman and Woody to bore a new conduit across the street on Tanya so we can get the light operational again that has been out due to a wire that was welded to the conduit.

1. Keyes Truck Center held the pre-construction meeting. Mario Gouveia attended and let them know that it would take a while for him to review the plans since he just received them. He would like to set up a meeting with them to discuss the plans.
2. Christmas luncheon will be held Friday, December 17th from 11am to 1pm.
3. **Staff Comments.**

None.

1. **Director Comments.**

None.

1. **Adjournment.**

There was a motion to adjourn the meeting at 1:55pm by Vice President Robertson and a second by Director Knee. Vice President Robertson(M), Director Knee(S), President Parker(AYE), Director Jones(AYE) and Director Reforma(AYE).

**Minutes take by; Michelle Harris**

**Minutes typed by: Michelle Harris**