**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, August 25, 2020**

**Time: 1:00 p.m.**

**Place: Keyes Community Services District, 5601 7th St., Keyes, Ca.**

1. **Call to Order.**

The meeting was called to order at 1:00 pm.

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

Present were Vice President Parker, Director Alexander, Director Jones and Director Knee. Also present were General Manager Garza, Maintenance Operations Director Mike Jones, and Board Secretary Michelle Harris. Engineer Lee Fremming was absent and Sean Pinkston was attending in his place.

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

None.

1. **Consent Agenda.**
	1. **Approve Minutes for the July 28, 2020 Meeting.**
	2. **Approve Warrant Register for August 25, 2020.**

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

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
	1. **Discussion and Possible action to appoint an individual to fill the District’s vacant board seat.**

There were two applicants that were submitted to fill the vacant board seat, Timothy Robertson and Genny Sanchez. There was a motion for Timothy Robertson to fill the vacant board seat by Director Jones and a second by Director Knee. Director Jones(M), Director Knee(S), President Parker(AYE) and Director Alexander(AYE).

* 1. **Administer Oath of Office to newly appointed Director.**

Board Secretary Michelle Harris administered the Oath of Office to newly appointed Timothy Robertson.

* 1. **Discussion and Possible action to elect Board President.**

There was a nomination for Vice President Parker to fill the Board President seat by Director Robertson. Director Alexander(AYE), Director Jones(AYE), Director Knee(AYE), Director Robertson(AYE).

* 1. **Discussion and Possible action to elect Board Vice President.**

There was a nomination for Director Robertson to fill the Vice President seat by Director Jones. President Parker(AYE), Director Alexander(AYE), Director Jones(AYE) and Director Knee(AYE).

* 1. **Discussion and Possible Action to adopt Resolution 2020-552, A Resolution Designation Signatories for District Warrants.**

There was a motion made to adopt Resolution 2020-552 by Vice President Robertson and a second by Director Alexander. Vice President Robertson(M), Director Alexander(S), President Parker(AYE), Director Jones(AYE) and Director Knee(AYE).

* 1. **Discussion and Possible Action to purchase forklift.**

There was a motion made to purchase a new forklift by Vice President Robertson and a second by Director Knee. Vice President Robertson(M), Director Knee(S), President Parker(AYE), Director Alexander(AYE) and Director Jones(AYE).

* 1. **Discussion and Possible Action to execute a Pre-Annexation Agreement with Orange Grove Estates.**

There was a motion made to execute the Pre-Annexation Agreement with Orange Grove Estates by Vice President Robertson and a second by Director Knee. Vice President Robertson(M), Director Knee(S), President Parker(AYE), Director Alexander(AYE) and Director Jones(AYE).

* 1. **Discuss and Consider Approving Amendment No.1 with Quad Knopf, Inc. for the Foote Road Lift Station Project.**

There was a motion made to approve Amendment No. 1 with Quad Knopf, Inc. for the Foote Road Lift Station Project by Vice President Robertson and a second by Director Alexander. Vice President Robertson(M), Director Alexander(S), President Parker(AYE), Director Jones(AYE) and Director Knee(AYE).

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

Board Secretary Michelle Harris went over the customers billed, revenue and expenses for the month of July.

1. **Maintenance Staff Report.**

Maintenance Operations Director Mike Jones went over the total water pumped in June, reported the repair of a leaking service line on Anna Ave. and the purchase of cellular endpoint water meters that will be installed to replace the classic meters that the batteries have died on. The first bin has been filled at the arsenic treatment facility with the filter cake and has been hauled away. Perlite has been added to the sludge to complete the dewatering process. This is not the way that it was designed but due to the accumulation of the solids we had to modify the process to make it work. Once most of the sludge has been processed we plan to transition back to using the liquid polymer which is the way it was intended to operate. There were no sanitary sewer overflows in July. We have been working to reduce the levels of H2S in the Foote Rd force main. We have been adding sodium hydroxide to the waste drain which has increased the Ph. Using sodium hydroxide is a short-term solution and we are working with Lee to try and find a long-term solution. When the Lift Station project is finished, we will look at other alternatives to the H2S problem.

1. **Jacobs Status Report.**
2. **Correspondence.**

Stanislaus Regional Water Authorities reached out to see if we were still interested in their project. General Manager Garza responded with a letter to SRWA explaining we have been investing in our own water system with an arsenic treatment facility, and our new GAC project. There is an aerial map that shows the location of the regional water facility and where the pipelines are going to be ran, we are thinking that it may be a good idea to put in a connection on Keyes Rd in case we ever need to connect to the pipelines. This would be done at the District’s expense.

The board of supervisors has approved General Manager Garza for the vacant seat on the Keyes MAC Board. His term began on August 11, 2020 and will be up on December 4, 2020. General Manager Garza will be on the ballet to run for the next term and is looking forward to being able to serve the Community.

Michelle and General Manager Garza attended the Keyes Fire meeting on August 11, 2020. General Manager Garza wrote them a letter expressing our thanks for the introduction and the opportunity to speak to them about purchasing the lot next door. He asked them to formally get their approval in writing so the District can get the property appraised and offer them a fair and equitable price for the lot.

The District needs a backwash basin for the 123TCP treatment. Mike contacted Mr. Pirone about property on Faith Home behind Well 9 to see if he would be interested in selling it. I sent him a letter regarding the land that we are wanting to purchase and we are waiting to hear back from him.

1. **Staff Comments.**
2. **Lee Fremming.**

The contractor has been potholing for the utilities for the Foote Rd Lift Station. They have been submitting equipment and materials information for our view. They are planning to start the first week of September, actual construction on site. Best RV sent us a second set of plans for Lees review. Lee felt that these plans did not reflect his comments from the first set of plans and he sent them back. They in return sent a revised set which Lee reviewed and made comment. This was sent back to them and we are waiting for them to get back with us. We have received two proposal for the hydrogen sulfite issue that we are having. One of them is for oxygen injection and the other is calcium hydrate injection. We are also waiting to see how adding the sodium hydroxide is working out. Once we have all of our information we will prepare a report that covers the advantages and the costs of each of the three options.

1. **Director Comments**

Vice President Timothy Robertson expressed his thanks to the board for his appointment.

1. **Closed Session**
	1. **CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

**Significant exposure to litigation pursuant to paragraph (2) of subdivision of Section 54956.9**

**One (1) Case**

* 1. **Conference with Legal Counsel-Existing Litigation (Government Code 54956.9(a)); Keyes Community Services District v. The Dow Chemical, et al., San Bernardino Superior Court, Judicial Council Coordination Proceeding No. 4435, Case No. CGC-13-528088.**

The Board adjourned from Open Session to Closed Session at 1:47p.m.

1. **Adjourn from Closed Session. Open Session Disclosure of Reportable Action.**

The Board adjourned from Closed Session back into Open Session and there was no reportable action**.**

1. **Adjournment**

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**