**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**Date: Tuesday, February 23, 2021**

**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 1:00p.m.

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

Present were President Parker, Vice President Robertson, Director Alexander, Director Jones and Director Knee was absent due to a conflict of work. Also present were General Manager Ernie Garza, Attorney Dennis L. Hay, Maintenance Operations Supervisor Mike Jones and Board Secretary Michelle Harris. Sean Pinkston attended by zoom.

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

None.

1. **Consent Agenda.**
	1. **Approve Minutes for the January 26, 2021 Meeting.**
	2. **Approve Warrant Register for February 23, 2021.**

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

1. **Presentation**
	1. **Dane Wadle with CSDA.**

**Take Action Brief.**

Dane Wadle from CSDA spoke to the Board regarding a relief package that is being worked on due to COVID. A couple of the items that he spoke about were SB 361 and COVID 19 Relief Funding HR 535 and S 91. The COVID 19 relief funding would work with various agencies to ensure that special districts receive equitable access to COVID 19 relief funding should it become available. SB 361 would allow remote meetings during declared emergencies. Stanislaus County and CSDA formally approved a formation of a Stanislaus County chapter of CSDA. The first meeting will be March 18, 2021 at 3:30p.m. and will be held virtually. This Stanislaus County chapter will allow us to network, receive training, etc. All Board members were in support of the COVID 19 relief funding and SB 361.

1. **DISCUSSION/POSSIBLE ACTION ITEMS**
	1. **Discuss and Possible Action to give General Manager authority to enter into contract with Dennis L. Hay, ESQ..**

There was a motion made to give General Manager Garza authority to enter into contract with Dennis L. Hay ESQ. 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(ABSENT).

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

Board Secretary Michelle Harris went over the Revenue and Expenses for the month of January.

1. **Maintenance Staff Report**

Maintenance Operations Director Mike Jones explained that there is not much going on at the lift station, at this time they are working out some coordination issues. At the ATF We are working on getting the backwash tank cleared out. We are thinking that we will only need to have the bin dumped once a year after we get everything resolved with the filter press. Meters continue to be installed. Mike will be working on a response to the CBI claim letter regarding the filter press design flaw. General Manager Garza explained that Mark Zan, the superintendent of Clark Bro’s Inc., and Lawrence Clark, the owner of CBI, attended one of our meetings where we were discussing the issues we were having with ferric and the use of ACH. They took our conversation regarding the filter press as a design flaw. After talking with Mike, Kevin and Mehdi we feel that we are ready to close out the project. After our meeting today, General Manager Garza will be giving legal counsel Dennis Hay information to bring him up to speed. We will set up a conference call afterwards with Mike, Mehdi and Mark. We are going to let them know that we would like to close the project and pay them their retention.

1. **Update RFP’s RFQ’s**

At this time, we are working on RFP’s and RFQ’s for engineers. We will be sending them out in a couple of weeks for at least 30 days. After we get back the proposals back we General Manager Garza will bring a report back to the board. At that point we can set up a date and time for the interview process.

1. **Update on COVID Water Consumption Rates.**

General Manager Garza would like to continue allowing our customers to have their first 25 hundred cubic feet of water for no charge until the Governor lifts that stay at home order.

1. **Overdue accounts collection agency.**

We will be looking into collection agencies to try and collect on our past due accounts.

1. General Manager review will be held in Closed Session next month.
2. **Staff Comments.**
3. **Lee Fremming.**

The lift station is on hold until they receive some electrical components. Best RV plans have been signed and are in compliance with the Districts standards. General Manager Garza will need to sign the Caltrans encroachment permit application so that it can be submitted for review and approval. The force main hydrogen sulfide control study has been stopped at this time. Keyes 19 North and South need to be completed. Keyes 19 North installed the street lights without the construction observer. Kevin and Mike had them correct the 12’ arms with 15’ arms and it is accepted. The developer must provide proof that all items in Keyes District Standard G-2 have been completed. An e mail was sent to them on 12/28/20 and we still have not heard back from them. Once this work is completed the District maps will need to be updated at the developer’s expense. Keyes at Norma 2nd plan check set was sent to the developer in November of 2020 and we haven’t heard anything from them.

1. **Director Comments**

None.

1. **Adjournment**

There was a motion made to adjourn the meeting at 1:37pm 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(ABSENT)

**Minutes taken by Michelle Harris**

**Minutes typed by Michelle Harris**