**KEYES COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**MINUTES**

**Date: Tuesday, May 25, 2021**

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

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, Director Alexander, Director Jones and Director Knee. Vice President Robertson was excused due to a work related issue. Also present were General Manager Garza, Attorney Dennis Hay, Maintenance Director Mike 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.**
2. **Consent Agenda.**
3. **Approve Minutes for the April 27, 2021 Meeting.**
4. **Approve Warrant Register for May 25, 2021.**
5. **Adopt Resolution 2021-557, A Resolution Accepting 2019/2020 Audit.**

There was a motion made to adopt Resolution 2021-557 by Director Knee and a second by Director Alexander. Director Knee(M), Director Alexander(S), President Parker(AYE), Director Jones(AYE) and Vice President Robertson(ABSENT).

1. **Discussion/Possible Action Items.**
2. **Discuss and Possible Action to Approve Resolution 2021-556, A Resolution Adopting 2021/2022 Fiscal Year Budget.**

There was a motion made to adopt Resolution 2021-556 by Director Jones and a second by Director Alexander. Director Jones(M), Director Alexander(S), President Parker(AYE), Director Knee(AYE) and Vice President Robertson(ABSENT).

1. **Discuss and Possible Action to Approve Resolution 2021-558, A Resolution authorizing application to the Stanislaus Local Agency Formation Commission to annex approximately 9.77 acres of property located along Keyes and Norma Way.**

There was a motion made to adopt Resolution 2021-558 by Director Knee and a second by Director Jones. Director Knee(M), Director Jones(S), President Parker(AYE), Director Alexander(AYE) and Vice President Robertson(ABSENT).

1. **Discuss and Possible Action to Award Barnhart Road Highway 99 Undercrossing Project to Northern Directional Drilling Inc.**

Director Knee asked if Mr. Amari is ok with keeping the fire hydrant. General Garza said yes. There was a motion made to award Barnhart Road Highway 99 Undercrossing Project to Northern Directional Drilling Inc. by President Parker and a second by Director Knee. President Parker(M), Director Knee(S), Director Alexander(AYE), Director Jones(AYE) and Vice President Robertson(ABSENT).

1. **Discuss and Possible Action to award engineering services to Gouveia Engineering.**

There was a motion made to award engineering services to Gouveia Engineering by Director Knee and a second by Director Jones. Director Knee(M), Director Jones(S), President Parker(AYE), Director Alexander(AYE) and Vice President Robertson(ABSENT).

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

Board Secretary Michelle Harris went over the revenues, expenses and cash balances for the month of April. There are still some directors who need to take the ethics and sexual harassment training. We have started taking on line payments and we have an afterhours answering service as well. We are looking into the reverse 911 information in case we need to reach our community for emergencies.

1. **Maintenance Staff Report.**

Maintenance Director Mike Jones went over the water usage for the month of May, it has gone up. In an effort to fix the tank level issue, the low-level start was raised and we have added a heat shield to the transducer. By raising the low level, it will allow us to keep above 5 psi. There were no SSO’s in the month of April. The Lift Station is on line. We are looking at talking to the City of Turlock about an emergency interconnect.

1. **Moving Beyond the Blueprint, COVID-19 Pandemic Recovery.**

We are waiting to see what the Governor says regarding opening up the state on June 15, 2021. We will possibly need to resend Resolution 2020-542 amending water consumption use rates. To date we have waived $480,689.29 in consumption rates. On May 11, 2021, Michelle Harris, Mike Jones, Kevin Showen and myself met the Keyes Fire Dept. at the Arsenic Treatment Facility. They were given a tour and an explanation of the operating procedures. We let them know that we are still interested in purchasing the property next to the District. Price Honda in Turlock will be moving forward. They will be in the property next to Price Ford.

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

The lift station is online and where we predicted it to be. At this time, we are waiting on a transducer, the cable was short so we had to order a new one. TESCO will need to train the maintenance on how to run programs. Nothing has changed on the Keyes 19 subdivisions.

1. **Director Comments.**

None

1. **Adjournment.**

There was a motion made to adjourn the meeting at 1:31 pm by Director Jones and a second by Director Alexander. Director Jones(M), Director Alexander(S), President Parker(AYE), Director Knee(AYE) and Vice President Robertson(ABSENT).

**Minutes taken by: Michelle Harris**

**Minutes typed by: Michelle Harris**