

CLEAR CREEK COMMUNITY SERVICES DISTRICT

Board of Directors, Johanna Trenerry – Chairwoman, Irwin Fust – Vice-Chairman,
Virginia Bassham – Director, Mark Engel – Director
5880 Oak Street, Happy Valley, CA 96007
Phone: (530) 357-2121 Fax: (530) 357-3723

REGULAR MEETING

Wednesday, May 20, 2020 at 9:00 AM

District Office - 5880 Oak Street Anderson, CA 96007

Due to COVID-19, the need to ‘shelter in place’ and in compliance with CA Executive Order N-29-20 the April Board of Directors meeting will be held via teleconferencing and will be available for the public to attend. We have established a toll-free phone number for call-in attendance. Calling 1-844-855-4444 will connect you to the teleconference.

MINUTES

ROLL CALL OF DIRECTORS: Johanna Trenerry, Irwin Fust, Virginia Bassham and Mark Engel

ROLL CALL OF STAFF: Kurt Born and Christy Roberts

ROLL CALL OF AUDIENCE: Scott McVay and Sandy Winters

CALL TO ORDER: The meeting was called to order at 8:59 AM

OPEN TIME: Chairwoman Trenerry stated we are conducting this meeting according to Governor Newsome’s Executive Order N-29-20. Chairwoman Trenerry asked if the Secretary if she has been notified of any questions that are not listed on the Agenda? Christy stated, no. Chairwoman Trenerry stated she will establish the ground rules and that this meeting is being conducted by teleconference due to the Covid-19 pandemic and stated that any audience members in attendance who wish to speak, to wait and she will instruct them when it’s their turn and please do not interrupt the meeting process. Chairwoman Trenerry stated that as we already know, we are waiting to appoint a new Board member due to the Board wanting to interview face to face and administer the oath of office in person.

CONSENT/AGENDA: A motion was made by Vice Chairman Fust and seconded by Director Bassham to approve the minutes from April 15, 2020, paid bills dated 4/10/20, 4/24/20, 4/28/20 & 5/12/20 totaling \$121,970.22 and the April 2020 Financial Statement. Motion was voted on and unanimously approved.

OLD BUSINESS:

None

NEW BUSINESS:

Shasta County Elections – Ordinance 2020-04: Chairwoman Trenerry asked the Board members if they had any questions and no one responded. Director Engel made a motion to approve the Specification of the Shasta County Election Order and Vice Chairman Fust seconded. Motion was voted on and approved.

Budget for Fiscal Year 2020/2021: General manager Born stated that he wanted to keep the Board members up to date. The budget has been reduced by \$47,000.00 and the budget cuts were mainly in personnel or labor costs. Mr. Born stated that he did not include any funds from Cal OES, FEMA or the State Water Resources Control Board because at this point, it would be jumping the gun. If we have to do a budget modification later to include those funds, then we will. Director Bassham asked Mr. Born if layoffs were part of the reason for the reduction in labor? Mr. Born stated, no, the budget reflected more personnel because more people were working here and now that the staff has been reduced, it was necessary to reduce those costs. Chairwoman Trenerry asked if any audience members had any questions? Scott McVay asked if the District has applied for the Payroll Protection Program? Mr. Born stated that we, unfortunately, do not qualify for the Payroll Protection Program and he is buried in a dozen other projects and just does not have the time. Audience Sandy Winters asked if she could get a copy of the Budget? Mr. Born stated that he would email it to her. Mr. McVay asked what arrangements are being made for people who cannot pay their bill due to unemployment? Mr. Born stated that the State of California already put an Ordinance into place that states we cannot lock anyone off for non-payment due to anything related to Covid-19. Vice Chairman Fust made a motion and Director Bassham seconded. Motion was voted on and approved.

Draft Audit and Management Report: General Manager Born stated upon his review, there was one correction needed. Mr. Born stated he provided copies to Vice Chairman Fust and Director Bassham for review. He assumes they did not find any errors because he had not heard from them and he suggests adopting this report and moving forward. Director Engel stated he needed clarification on the Board of Directors and Management report, page 4 of current and prior year observations; were those resolved? Mr. Born stated that the it's done in-house and Christy has reconciled the difference. Director Engel stated, so as the report goes on and the District follows the recommendation and the status still shows an irreconcilable difference of \$7,762.00. Director Engel asked Mr. Born what was done about that? Mr. Born asked Christy to explain to Director Engel. Christy stated that Michael, our CPA deals with that difference. Mr. Born stated he would contact Michael and ask him for clarification. Director Engel stated that initially he thought he was being asked to adopt an audit with

a discrepancy, but this was prior year. Mr. Born agreed this amount was from prior year, not from this year and he will get better clarification from Michael. Director Engel stated that; in this case and having this further discussion; he will move approval. Chairwoman Trenerry asked the audience if they had any questions? Audience Scott McVay asked if he could have an update on the water rates? General Manager Born stated that its been put on hold due to Covid-19 and so many people are out of work right now. Mr. Born stated it is difficult to justify a rate increase when the economy is shaping the way it is today. We are biting the bullet and have reduced the budget and are moving things along the way we need to. Mr. McVay asked Mr. Born when will finalizing the rates happen? Mr. Born stated that we do not have a specific date but we do have a draft done with RCAC, but it's watching to see what happens with the economy and Shasta County. Director Engel made a motion and Vice Chairman Fust seconded the motion, with discussion. Mr. Fust asked Mr. Born, in prior year and on the Board of Directors and Management Report, if the recommendation of payments to the health insurance payable account be reconciled on a monthly basis, is being done now? Christy stated yes, we have. Mr. Fust stated he also wants to address the issue of a security camera at the receipt counter, what is the outcome of that? Mr. Born stated that we do have a camera system in place but they are not currently functioning. Mr. Born stated that we have never had a camera that points directly at the cash register, but we can do that if you feel that needs to happen. Mr. Born stated that he does not have the time to try and get these functioning and trying to come up with money to hire someone to have it looked at. Mr. Born asked, how are we supposed to pay for it? Mr. Fust stated that he understood under current financial restraints, but he wants to revisit this issue at a later date and Director Engel agreed with Mr. Fust, that it needs to get done. Motion was voted on and approved.

OPERATIONS & ADMINISTRATION

STAFF REPORTS: Nothing to report

STANDING COMMITTEE REPORTS: Nothing to report

QUESTIONS and/or PUBLIC COMMENTS: Audience Sandy Winters stated that Audie was good with computer and programming stuff. Mrs. Winters asked if the person that took over for Audie is qualified to look at the camera issue? Mr. Born stated that no one took Audie's place. He only performed that type of work on an as needed basis, his position was primarily Distribution.

ADJOURNMENT: 9:24 AM

Submitted by,

Christy Roberts

Johanna Trenerry, Chairwoman

Irwin Fust, Vice Chairman

Virginia Bassham, Director

Mark Engel, Director

ATTEST: _____
Kurt Born, General Manager