



**ESPARTO COMMUNITY SERVICES DISTRICT
REGULAR BOARD OF DIRECTOR'S MEETING
MAY 18, 2022
MINUTES**

1. **CALL TO ORDER**

Chair Fescenmeyer called the meeting to order at 7:33 pm.

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

Directors Present: Fescenmeyer, Schaupp, Scott

Also Present: Manuel Quintana, Assistant General Manager and Board Clerk

4. **ADOPTION OF CURRENT AGENDA**

Motion by: Director Schaupp

Second by: Director Scott

Discussion: None

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

5. **PUBLIC COMMENT**

No public comment

6. **COMMITTEE MEMBER AND DIRECTOR REPORTS**

Director Schaupp attended the YSGA Groundwater Stability meeting. He was not supportive of the committee taking responsibility for approving well permits under the governor's new executive order due to concerns around potential liability.

7. **ADOPTION OF MINUTES FOR 4/20/2022 REGULAR BOARD MEETING**

Motion by: Director Scott

Second by: Director Schaupp

Discussion:

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

8. **APPROVAL OF CLAIMS**

Approve claims from: 4/20/2022, 5/2/2022, 5/9/2022, 5/12/2022

Motion by: Director Schaupp

Second by: Director Scott

Discussion: Claims for 4/14/2022 need to be added to the next meeting agenda.

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

9. **CIPP JOB BIDS**

AUTHORIZE GENERAL MANAGER, MANUEL QUINTANA, TO PROVIDE A NOTICE OF AWARD AND NOTICE TO PROCEED UPON CONFIRMATION THAT ALL REQUIREMENTS HAVE BEEN MET.

Motion by: Director Fescenmeyer

Second by: Director Schaupp

Discussion:

Job bids for the slip line project were reviewed.

Grant Maxwell of PACE Engineering facilitated the opening and review of the job bids. Bids were submitted by

Hall's Plumbing – Total Bid: \$87,832

Norcal Pipeline – Total Bid: \$57,000

The apparent low bidder was Norcal Pipeline.

PACE Engineering will review each of the bids and certification and confirm that all necessary requirements have been met by the low bidder. Assuming all necessary requirements are met, a Notice of Award will be sent to Norcal Pipeline. Norcal will need to sign and return the contract and provide Bid Bond, Performance Bond and Payment Bond. Once these are in place, ECSD will issue a notice to proceed.

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

10. **FY 2021-2022 BUDGET REVISION**

Approve revised budget which was reviewed in detail in the March 16, 2022 meeting.

Motion by: Director Schaupp

Second by: Director Scott

Discussion: None

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

11. **FIRE DEPARTMENT USE OF SOUTH SHOP FOR FUEL STORAGE.**

APPROVE ESPARTO VOLUNTEER FIRE DEPARTMENT TO USE THE SOUTH SHOP FOR FUEL STORAGE, PENDING AN M.O.U. AND INSURANCE.

The Esparto Fire Department would like to begin purchasing bulk fuel. They need a local, secure location to store the tanks. They have asked if they could have tanks at our shop on an existing concrete pad. Separate ECSD and EVFD locks would be used so that neither has the other departments key.

Motion by: Director Fescenmeyer

Second by: Director Schaupp

Discussion: Director Scott asked what potential downsides there may be. GM Quintana said the biggest risk would be a gate being left open, which is not a significant risk at this time. Director Schaupp wants to make sure that we have an MOU to define who is responsible and to ensure that they are insured for liability in the event there is an accident. There was general support as ECSD and EFD are both focused on supporting the community and ECSD wants to support the Fire Department.

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

12. **AUTHORIZE GM TO REQUEST BOARD OF SUPERVIORS TO APPOINT JEFF FORZAGLIA TO VACANT BOARD POSITION.**

There was only one person who signed up for the election. That leaves one position still vacant. The position may be appointed by the Board of Supervisors. Jeff Forzaglia is interested in joining the ECSD Board of Directors.

Motion by: Director Scott

Second by: Director Schaupp

Discussion: Jeff Forzaglia introduced himself, shared his background and why he is interested in being part of the ECSD Board of Directors. Director Schaupp showed support in appointing Jeff to the vacant seat.

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

13. **REVIEW CALTRANS STREET LIGHTING MAINTENANCE AND FINANCIAL RESPONSIBILITY AGREEMENT**

Cost sharing will be 50/50 between ECSD and CALTRANS for the maintenance of lights on Main Street. ECSD will be responsible only for the decorative portion of the lights, ensuring they are maintained and clean. CALTRANS will maintain all other aspects. Example, if there is an accident and a light needs to be replaced, CALTRANS will replace the light, ECSD will need to replace the decorative portion of the lights.

Director Fescenmeyer asked if we might want to have insurance on the lights.

Motion by: Director Schaupp motioned to approve the agreements

Second by: Director Scott

Discussion: None

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

14. **MANAGERS' REPORT**

A. Project Update

- a. Will be moving 2 meters on Antelope Street per Yolo County's request
- b. Will be replacing one sewer tap for a customer
- c. Sewer line on Winters St. will be replaced

B. Election Update

- a. Nick Harden was the only candidate. He will automatically be appointed.
- b. Jeff Forzaglia was not on the ballot, thus, must be appointed by the Board of Supervisors.

C. WWTP Emergency Discharge Field Land Survey

- a. PACE Engineering did a survey of our wastewater discharge field. The East side of the discharge field was 162.5' above sea level and the West side is 167' above sea level. The field is intended to discharge to the East. Under current grading, there would be an overflow. Options will be evaluated and brought back to the board.

15. **FUTURE AGENDA ITEMS**

- A. Detention Basins
- B. LAFCO/Service Footprint
- C. Discontinuance Policy
- D. 2022-2023 Budget
- E. Committee Meetings

16. **REVISIT APPROVAL OF MINUTES FOR 4/20/2022 REGULAR BOARD MEETING**

Motion by: Director Scott motioned to revisit the 4/20/2022 minutes and approve the minutes as amended.

Second by: Director Schaupp

Discussion: It was noted that Item 1 – CALL TO ORDER on the 4/20/22 minutes stated "Vice Chair Fescenmeyer called the meeting to order". The minutes should be amended to read: "Chair Fescenmeyer called the meeting to order".

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

17. **ADJOURN**

Motion by: Director Schaupp

Second by: Director Scott

Discussion: None

Ayes: 3 No: 0 Abstain: 0 Motion: Passed

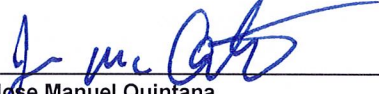
Meeting was adjourned at 8:13 pm.

I declare under penalty of perjury that the foregoing Agenda was posted on or before Friday, May 13, 2022 by 7:00 P.M. on the Bulletin Board at the east side of the Esparto Community Services District Office, 26490 Woodland Avenue, Esparto CA 95627.

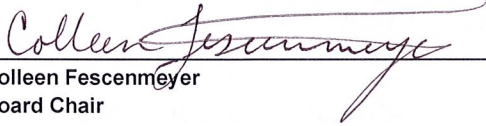
If requested, this Agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act Of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Board Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should telephone or otherwise contact the Board Clerk as soon as possible and preferably at least 24 hours prior to the meeting. The Board Clerk may be reached at telephone number (530) 787-4502 or at the following address: Esparto Community Services District, P.O. Box 349, Esparto, CA 95627 (mailing), 26490 Woodland Avenue, Esparto, CA 95627 (physical).

Board Clerk - Esparto Community Services District – P.O. Box 349 – Esparto CA 95627.

ATTEST:



Jose Manuel Quintana
General Manager & Clerk to the Board



Colleen Fescenmeyer
Board Chair