

Minutes

Buzztail Community Services District Open Meeting Monday, March 25, 2013 at 6:00 PM

Location: Tooker residence, 4501 Wilder Dr.

Old Business:

1. Meeting called to order at 6:07 PM
2. Meeting minutes from January 28, 2013 unanimously approved, with minor changes. Matt Wallen motioned for approval and Robin Wilder seconded.
3. Financial Statements for March, 2013 were reviewed. Balances are \$47, 162.02 in the road account and \$28,381.01 in the water account. Financial statement were unanimously approved. Richard Tooker motioned for approval and Jack Campbell seconded.
4. Frankie Smith advised that the project of grading and mowing fire breaks in the district is complete.

New Business:

5. Discussed the already-budgeted and approved project to add a diesel storage tank for the well generator. Matt Wallen will pursue getting it done and report on progress at the next meeting.
6. Discussed the problem of batteries powering the generator being dead, causing it to not start during the last power outage. The batteries were five years old and had to be replaced. BCSD Manager Scott Armstrong handled. Motion made by Matt Wallen and seconded by Robin Wilder to reimburse Scott Armstrong for the cost of the batteries and other incidentals since the last meeting; total is approximately \$200. Motion was unanimously approved.
7. Discussed the need for facilities "How To" documentation, detailing all aspects of restoring the water supply when something goes wrong. Scott Armstrong to pursue getting this done.
8. Discussed the pressing need to complete the USDA pre-application for funding for a new well. Scott Armstrong talked with Grant Management Associates, and they prepared a proposal, which Scott presented at the meeting.
 - a. Grant Management Associates' proposal was for a study with an estimated cost of \$1,500 to \$2,000.
 - b. They will not begin any work until the BCSD board approves an initial outlay of \$500.
 - c. Upon review, the proposal seems to be for a study that has already been done, rather than a proposal for completing the pre-application.

A motion was made to conditionally approve the \$500 expenditure. The money will only be spent if Grant Management Associates submits a new proposal that meets the objective of finishing the USDA pre-application. Scott Armstrong was empowered by the motion to make

that judgement on the board's behalf. Motion was made by Richard Tooker, seconded by William Ward, and unanimously approved.

Caryn Hightower volunteered to look into possible alternative grant writing sources, and will advise the board about her findings at the next meeting.

Possible alternative funding sources, rather than the USDA, were discussed. Scott Armstrong is going to attend a Bank Funding Fair for infrastructure projects in Sacramento in late April, and attempt to establish contacts with new funding sources at that event. He will report on the outcome of the effort at the next meeting. We will be seeking funding for a 40-year loan up to \$350,000 to drill a new well and make necessary infrastructure improvements to support it.

9. Discussed hiring attorney Jeff Carter to complete the Proposition 218 notification requirements to vote on a water rate increase, based on an already-completed rate study by North Star. This vote by the residents is a necessary step in securing any type of funding, either from the USDA or from bank sources. The approximate cost will \$2,500. Board elected not to approve the expenditure until we get a firm quote for Carter.
10. Discussed a preliminary study of adding solar power to the well house. Scott Armstrong has looked into it; his preliminary conclusion is that it is not feasible. Caryn Hightower volunteered to look into PG&E requirements. No action taken; tabled until the next meeting
11. A hydrant on Wilder Dr to provide added fire protection, already approved at a previous meeting, was discussed. Scott Armstrong, BCSD Manager, has an estimate of approximately \$3,200 out-of-pocket, utilizing Kevin O'Shea and residents to do the work. No motion made for approval of the budget; tabled until the next meeting.
12. Matt Wallen proposed new language to be added to the BCSD water regulations to deal with the problem of residents providing water to neighbors who have had their water shut off for non-payment of their water bill. Language was unanimously approved. Matt Wallen motioned for approval and Jack Campbell seconded. Residents to be advised of the new regulations via a water bill insert and posting on the BSCD web site.
13. Board reviewed a letter written by Scott Armstrong to be sent to all residents addressing the new Butte County Marijuana Cultivation Ordinance. Minor changes to be made before sending. This action does not required a board vote.
14. Scott Armstrong informed the board about the problem of property owners using an easement to which they do not have any deeded rights. No action taken at this meeting.
15. Discussed the annual fire safety weed abatement spraying in the district. Motion made by Richard Tooker and seconded by Robin Wilder to approve up to \$2,000 for the chemicals and labor to complete the project. Motion was unanimously approved.
16. Scott Armstrong requested, and the board unanimously approved, getting a \$100 gift card for Kevin O'Shea to thank him for his support in solving the generator problems. Richard Tooker motioned for approval and William Ward seconded.

17. Caryn Hightower noted that she is available and willing to become a board member when the next vacancy occurs.
18. Richard Tooker advised that he and Victoria are planning to host an all-residents cookout on June 8th.

Board Members attending the meeting were Matt Wallen, Robin Wilder, William Ward, Jack Campbell, and Richard Tooker.

Residents attending included Terry Born, Jason Sebrian, Tina Smith, Frankie Smith, Rod Alderson, Caryn Hightower, Adam Holmes, Bruce Hall, Julie Welty, and Scott Armstrong.

Meeting was adjourned at 8:05 PM.