



Volcano Community Services District | MINUTES

April 11, 2024 | 7:04 pm | Armory Hall, Volcano CA

Meeting called by M. Sorensen

Acting Secretary: R. Korematsu

Directors Present:

J. Wolfbrandt, M. Sorensen, R. Korematsu

Absent:

CONSENT AGENDA

March 2024 Regular Minutes were on the consent agenda. No expenditure report was available for review, but will be requested from the bookkeeping service.

MOTION: J. Wolfbrandt made a motion to accept the March 2024 Minutes, M. Sorensen seconded the motion.

AYES: Unanimous.

Consent Agenda APPROVED.

STAFF REPORTS

1. *Financial Reports from M. Adams – M. Gottstein*

The budget spreadsheet is available. The schedule is the draft budget needs to be adopted by the May meeting, and at the June meeting, the Board must adopt the new budget. M. Sorensen and J. Wolfbrandt will be working on the budget.

2. *Secretary — R. Korematsu*

R. Fausett representing the Volcano Theatre Group requested to trim a park tree that was overhanging onto the Amphitheater as needed for the VTC, and the Board had no objection. R. Korematsu will contact R. Fausett.

3. *Billing – Ivan Dana*

Billing will be sent out in a couple of days.

4. *Hall Committee – B. Stein*

There are a few rentals and everything is going well. A few repairs need to be made. All meetings need to put away the tables and chairs from town meetings.

5. *Meter Reading – R. Zehender*

R. Zehender requested a note on the bottom of the bill to all the rate payers that is their responsibility to maintain their boxes and put a note on the bottom of the bill. A direct note for specific problems will be put on the bill.

DISTRICT ENGINEER (DE) REPORT – George Barnes

1. Monthly Cleveland Tunnel flows for April 2024: 1) 22 gpm treated at plant, 2) 29 gpm in untreated over the tunnel weir and 3) 1.2 gpm diverted via black pipe.
2. Water break near meter #24, repair. The VCSD DE Barnes was able to use Pine Grove Community Water District Equipment, and it will be up to the Pine Grove

- CSD Board what we will be charged. A new line could be required from Plugg to Emigrant to permanently fix the line, as it has had problems in the past.
3. Water meter #50 unreadable, water meters filled with dirt. As above, notes will be placed on the bill for the property owners to maintain.
 4. Review of completed testing results for the current quarter per State Water Quality Monitoring Plan. Up to date. Besides routine monthly samples, the next samples are in June.
 5. EAR information for 2023 filing has been submitted 3/31/2023.
 6. PFAS Monitoring Requirements. VCSD DEs and Director have been registered with the free state sampling program and DE will be contacted by the State when access to the wells is needed.
 7. Timeline for completion of 2024 Backflow testing and reporting by July 1, and the Lead and Copper Rule Revisions required by October 16, 2024 completed material inventory of both system-owned and customer-owned portion of service lines. The service lines in town have to be identified to the best of the DE's ability. Nick and George will be working on a schedule to complete the reporting. The goal is to have it done by October.
 8. Redwood tank online status, state approval/requirements, update on repair plan scheduled for April/May. G. Barnes will be contacting the contractor and find out how to fix it.
 9. Build weir outside Cleveland Tunnel, D. Ketron and S. Schippers volunteering to help. Update on plan to have the weir done in May/June. G. Barnes is going to contact D. Ketron, who has designed the plan and get the materials list.
 10. Distribution system pressure issues to address if steel tank taken off line while redwood tank still off line, per warning on distribution maps. R. Korematsu made laminated sign for plant and gave to DE at the meeting. Update on warning to be stenciled on the steel tank. N. Lawson and J. Wolfbrandt.
 11. Develop Emergency Fire Suppression Release of Water from Redwood Tank and Cleveland Tunnel documentation of valves, update on discussion with Doug Ketron about the location of the valves. The hydrant behind the hall is on a 6-inch line that goes up into the steel tank and the fire department can also get water from the fire hydrant on Charleston. G. Barnes will check the valves and R. Korematsu can draft a letter for Mr. Sorensen's signature to the Amador Fire Protection District.
 12. Any issues, etc. to address.

REGULAR AGENDA

1. Appointment of New Directors with oath of office. R. Korematsu. **ACTION** The email was read from the applicant. J. Wolfbrandt made a motion to appoint Alan Korematsu to the Director seat vacated by C. Corral that is up for election in 2026, and M. Sorensen seconded the motion.
AYES: Unanimous.

MOTION Approved.

2. Hall advisory group/committee to assist board member, need Board Member to facilitate walkthroughs and key exchange with renters. B. Stein **ACTION** Amy Gillespie will facilitate walkthrough for renters as a volunteer. Joe Wolfbrandt volunteered to help with the walkthroughs as a back-up. M. Gottstein also will walk through with R. Zehender for the emergency generator use and create documentation.
3. Follow-up with D. Ketron to install drop meter for electricity, assign Board Member. M. Sorenson **ACTION** The electrical set up will stay as is until the property is sold.
4. Insurance Renewal Update and need to appoint contact person for Alliant. I. Dana Information Coverage of District assets has been updated accurately. The broker gave quoted 15% to 30% premium increase putting the district cost between \$13,500 and \$15,500. Raising the deductible to \$10,000 has not been accepted. In June, we will be given that option. I. Dana recommended the VCSD submit this evaluation to Alliant for renewal and possibly get insurance from another source. M. Sorenson will follow up with Pine Grove CSD to see who they use. M. Sorensen made a motion to renew with the current carrier, J. Wolfbrandt seconded the motion.

AYES: Unanimous.

MOTION APPROVED.

5. Delinquent Account Collections Process and Next Steps. M. Sorensen. Information. All required paperwork has been filed, meter #6 has requested to make a payment for \$300 biweekly, and this has been agreed to by the Board. M. Sorensen made a motion to maintain contact with Meter #6, accounts receivable will notify him when payments are received, and if payments are not sent, water shut-off commences. A. Korematsu seconded the motion.

AYES: Unanimous.

MOTION APPROVED.

6. Backflow certification letter to customers. M. Sorensen Information M. Gottstein will send the standard letter with customer addresses to A. Korematsu who will sign and send to the affected customers.
7. Form 700 due by April 1-Status. R. Korematsu Information Most have been turned into District.
8. Secretary position. R. Korematsu Informational Working on Time and Duty Study.
9. 2022 California Government Compensation Report- R. Korematsu Information Due to the State by April 30, 2024.

Hearing for those who wish to address the board (limited to 3 minutes per person)

B. Stein requested an Agenda item next month to discuss formalizing the relationship on the bathroom care with Sizemore's Country Store, who takes care of the bathrooms currently.

Meeting was adjourned at 8:45 pm.

NEXT REGULAR MEETING: May 9, 2024 AT 7:00 PM

Submitted by: Rebecca Korematsu
Rebecca Korematsu, Secretary (A)



Volcano Community Services District
P.O. Box 72
Volcano, California 95689

BOARD OF DIRECTORS

REBECCA KOREMATSU (209)296-1995
MIKE SORENSEN (209)296-7664
JOE WOLFBRANDT (209) 712-4251

AGENDA
GENERAL MEETING
Thursday April 11, 2024
Armory Hall, Volcano
7:00 P.M.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability related modification or accommodation to participate in this meeting, then please contact Mike Sorensen at (209)296-7664. Requests must be made as early as possible and at least one-full business day before the start of the meeting. Floor discussion at board discretion will be limited to 5 minutes per subject per individual.

CONSENT AGENDA: Items on the consent agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made part of the regular agenda under Agenda items at the request of a Board Member.

1. Minutes of the regular meeting of March 14, 2024

MEETING CALLED TO ORDER: Minutes of regular meetings are recorded on the Secretary's computer. Any person may address the Board at this time upon any subject within the jurisdiction of the Volcano Community Services District. Any matter that requires an action will be referred to the Board for a report and action at a subsequent Board Meeting.

STAFF REPORTS:

Financial Reports-M. Gottstein
Secretary-R. Korematsu
Billing-I. Dana.
Hall Committee-B. Stein
Meter Reading-R. Zender

DISTRICT ENGINEER'S REPORT- Nick Lawson

1. Monthly Cleveland Tunnel flow treated and untreated including diverted via black pipe.
2. Water break near meter #24, repair.
3. Water meter #50 unreadable, water meters filled with dirt.

4. Review of completed testing results for the current quarter. Besides routine monthly samples, the next samples are in June.
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12. Any issues, etc. to address.

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3. Follow-up with D. Ketron to install drop meter for electricity, assign Board Member. M. Sorenson **ACTION**
4. Insurance Renewal Update and need to appoint contact person for Alliant. I. Dana Information
5. Delinquent Account Collections Process and Next Steps. M. Sorensen, R. Korematsu Information
6. Backflow certification letter to customers. M. Sorensen Information
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VCSD

LEAK ON EMIGRANT

On April 4th there was a large leak reported at approximately 11:30am on Emigrant. The line was isolated and excavated. Due to the inability to completely shut the line down and the rocks that were too close to the line, Pine Grove Community Services District equipment and parts had to be utilized to get the break fixed and back in service. Service was restored at approximately 6:00 pm.



50 GALLON PER MINUET LEAK

LINE EXPOSED



REMOVING ROCK

VAC TRAILOR



REPAIR

VCSD BUDGET PLANNING

NOTES from M. Adams

**Fiscal YTD Actual
July 2023 - Feb 2024**

	Budgeted FY2023-FY2024	Fiscal YTD Actual July 2023 - Feb 2024
Water Service		
Income	\$ 64,918	\$ 42,443
Expenses		
Meter reading	-	
WS Electricity	\$ 867	\$ 191
Continuing Education	-	
Health Permits	-	
Memberships/Subscriptions	\$ 600	\$ 365
Telephone	\$ 300	\$ 403
Maintenance, Repair, Lab Tests	\$ 12,907	\$ 768
Operator and Labor	\$ 29,425	\$ 12,520
Total Expenses:	\$ 44,109	\$ 16,551
Net Income (Loss)	\$ 20,809	\$ 30,798

Cannot distinguish between operators and meter reading
Electricity cost too low due to PGE web pay for part of it
Who gets paid for this?

Has likely eaten part of meter reading?

	Budgeted FY2023-FY2024	Fiscal YTD Actual July 2023 - Feb 2024
Armory Hall		
Income		
Rental Fees	\$ 950	\$ 400
Auditor Warrants	\$ 2,330	\$ 400
Total Hall Income:	\$ 3,280	\$ 800
Expenses		
Cleaning & Supplies	-	\$ 13
Refunds	-	\$ 263
Hall Manager	-	
Repairs	\$ 500	
Electricity	\$ 1,179	
Phone	\$ 279	
Propane	\$ 1,321	\$ 291
Total Hall Expenses:	\$ 3,280	\$ 283
Net Income (Loss)	\$ -	\$ 851

May have missed something here.
All auditor warrants have been placed in unallocated

From note on check.
There was a chargeback and a noted refund.

Probably half the Volcano Communications billing, not sure

print 2023
Peter Dredka

Park	
Income	
Donations	-
Auditor Warrants	\$ 126
Total Park Income:	\$ 126
Expenses	
Electricity	\$ 126
Maintenance	-
Total Park Expenses	\$ 126
Net Income (Loss)	\$ -

\$ 151 One of the places I put cash deposits. This is likely high.
 All auditor warrants have been placed in unallocated

\$ - Paid online for this duration, unknown amount.
 \$ - Total unknown

\$ -
 \$ 151

Restrooms	
Income	
Donations	
Auditor Warrants	\$ 652
Total Park Income:	\$ 652
Expenses	
Electricity	\$ 252
Janitorial	
Maintenance & Repair	\$ 400
Supplies	
Total Park Expenses	\$ 652
Net Income (Loss)	\$ -

No data
 All auditor warrants have been placed in unallocated

\$ -

\$ 1,523 All unknown PGE web pays placeheld here. Arbitrary choice.
 Who gets paid for this?

\$ 13 Note on check
 Who gets paid for this?

\$ 1,536
 \$ (1,536)

Street Lights & Trash	
Income (auditor Warrants)	\$ 5,553
Electricity	\$ 4,085
Trash Collection	\$ 1,468
Total Lights/Trash Exp:	\$ 5,553
Net Income (Loss)	\$ -
Total Service Income	\$ 74,529
Total Service Expenses	\$ 53,720

\$ 1,339
 \$ 1,109
 \$ 2,448
 \$ (2,448)

\$ 42,994
 \$ 35,633

Total Service Net Income (Loss)	\$ 20,809
Non Allocated Income	
Auditor Warrants	\$ 9,806
Interest	-
Other Income	-
Total Non-Allocated Income	\$ 9,806
Nonallocated Expenses	
Accounting Services	\$ 13,850
Attorney Fees	\$ 400
Bank Fees	-
Insurance	\$ 15,000
County Admin Fees	\$ 500
Legal Notices	\$ 100
Website	\$ 700
Office Supplies	\$ 700
Secretary/Treasurer/Bookkeeping	\$ 5,300
Uncategorized	-
Total Non-Allocated Exps:	\$ 36,550
Nonallocated Net Income (Loss)	\$ (26,744)
Total Income	
Total Income	\$ 84,335
Total Expense	\$ 90,270
Other Contingencies	\$ 1,500
Net income (Loss)	\$ (7,435)
Depreciation	\$ 20,892
Total Net Income (Loss)	\$ (28,327)

including depreciation expense

	\$ 7,361
	\$ 10,289
	\$ 2,309
	\$ 12,599
	\$ 2,783
	\$ 39
	\$ 16,951
	\$ 600
	\$ 312
	\$ 100
	\$ 20,785
	\$ (8,186)
	\$ 55,593
	\$ 56,417
	\$ (825)
	\$ 9,612
	\$ (10,437)

All warrants here

volcanocsd@volcano.net

From: R Fausett <ganglia@pacbell.net>
Sent: Wednesday, April 10, 2024 12:50 PM
To: volcanocsd@volcano.net
Subject: Re: VOLCANO THEATRE COMPANY - AGENDA ITEMS FOR VCSD

Rebecca,

I just wanted to see if you were expecting me to come to your meeting tomorrow night. As things happen, it's really not a good time for me. I wonder if you could speak on my behalf? There are really only two things:

1. Septico pumped out your septic tank in addition to Volcano Theatre Company's septic tank. We are NOT going to ask you for any monetary contribution. Please consider this our gift to you.
2. The tree at the front of the park between the park and the amphitheater needs to be trimmed. There is no immediate need but I would like to request that either the VCSD trim the tree, primarily on the amphitheater side of the tree OR that we be given permission to trim it back as it has overgrown in front of the tall rock wall and is blocking a good portion of our check-in area.

I can get to the meeting if need be, but for these two minor things, I was hoping I wouldn't have to.

Thanks so much,
Roxane Fausett
Volcano Theatre Company
Theater Manager

On Monday, March 11, 2024 at 12:27:24 PM PDT, <volcanocsd@volcano.net> wrote:

Hi Roxanne,

Your agendas items are being moved to the April 11th meeting due to our March agenda being too long with some really in-depth discussions.

I also think the Board will be more open to helping on the septic issue (hopefully) at the April 11th meeting where we will know where we stand financially.

Will you be able to come on April 11th, or would May 9th be better?

Thank you,