

# Lake Canyon Community Service District

## Board Meeting Minutes

Tuesday, August 13, 2019 7:00 p.m.

*Water Treatment Plant, 19605 Manzanita Dr., Los Gatos CA 95033*

Call-In #: **NOTE NEW NUMBER 844-801-6666** Access Code: 987178#

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Kirk Epperly called the meeting to order at 7:00 PM at the Filtration Plant.

Attending Board members: Kirk Epperly, Bud Everts, Terry Truong, Bryan Cameron

Phoned in: Rebecca Cabral, Jim DiZoglio

### Communication and correspondence:

Email from Wais Ahmad regarding fence issue. Kirk responded that issue will be discussed at tonight's meeting.

Email was sent by Kirk to John Lipka to clarify that CSD business can only be conducted at CSD meetings. Any operational issues or inquiries should be sent via email or USPS.

### Consent Calendar – Financial Report: (prior meeting minutes approved at prior mtg.)

Terry moved to accept; Bud seconded. Passed 3 – 0.

### Operations Report:

1. Main tank pump: Had a few alarms from main tank. Tom Newhall will clean bio filters.

### New / Old Business

1. In response to email from Wais Ahmad, the owner of 19151 Laurel was asked to add gate if access to tank is impeded at next annual inspection. Owner agreed.
2. 19388 Beardsley new septic tank: owner requested poly tank. Approved by Questa. Questa also reminded owner that licensed contractor is required to dig hole and place tank, and Questa will also inspect at tank installation.
3. Loan Repayment from Lake Canyon Mutual Water Company: Annual Payment Amount to be requested: \$14,000 annually.
4. Leach field tank replacement. Matt Woll from Questa responded via email: "We are going over the easement boundaries to make sure of our room for the work. This is an important issue, and the design should be straight forward after that."
5. Orenco panel replacement. No update. Kirk will follow up.
6. Prop 218 Quotes: Annual Members Meeting on Sat., Sept. 28 at 4:00 p.m., probably at 19451 Beardsley.
7. Comptroller, Secretary and Ops Manager positions. Bud will email community and reach out to CSDA. Kirk will contact Aldercroft Heights and Redwood Estates. Bryan moved to set hourly rate at \$50 for clerical; \$75 for operations. Terry seconded. Approved 3 - 0. Will contact canyon residents who may be interested in positions.
8. Sept. meeting: changed to Sept. 3<sup>rd</sup> (first Tues.) to accommodate Sept. 10<sup>th</sup> LCMWC mtg.
9. Moving forward with 5-year audit, per state requirements.
10. Bud will follow up with bookkeeper, Sherri Wood, regarding Workers Comp., & Gusto for payroll.

### Minutes Approved

Terry moved. Bryan seconded. Passed 3 – 0.

### Adjournment:

Terry moved to adjourn meeting to **Sept. 3<sup>rd</sup>, 2019** at Filtration Plant, 19605 Manzanita Dr. Bud seconded the motion. Motion approved unanimously. Meeting adjourned at 7:55 p.m.