



Volcano Community Services District
P.O. Box 72
Volcano CA 95689

**PUBLIC MEETING
Volcano Armory Hall
MINUTES OF REGULAR MEETING
February 6, 2020**

**Directors: Nancy Bailey- President
Jane Norcross – Vice President
Nick Rubini - Director
Gerald (Skip) Schippers - Director
Wendy Cooper – Director**

The Agenda was posted at the Armory Hall, Store, and Post Office on, 02/02/2020. Vice President J. Norcross called the meeting to order at 7:00pm. **A motion was made by W. Cooper to approve the consent agenda and minutes, with one small correction, N. Rubini and all ayes.** N. Bailey and S. Schippers were absent.

STAFF REPORTS/ITEMS:

Billing Secretary, Meters were read on February 1, 2020. The district has adopted a bi-monthly meter reading policy and estimated bills will be sent out for even months, beginning with April 2020.

Treasurers/Secretary Report: S. Owens: – December & January: Checking Balance: \$19,700.21, CD1 \$5,685.54, CD2 \$27,312.84, CD4 \$24,733.54, CD#5 11,573.97 *Income* \$11,738.91 *Expenses* \$86,210.35 *Net Income* \$5,528.56, see December & January Treasurer's report.

District Engineer's Report – G. Barnes – absent

Hall/Park Manager's Report

N. Rubini reported the location in the park for the T. Grillo memorial tree has been located. There was some discussion about location and alternatives. There is no cost to the district.

J. Norcross reported there is a wheel broken on the table dolly and needs to be replaced. A. Macheel said the two lights that were out, they have been changed out.

A. Cooper will donate her swiffer items to the hall for A. Macheel to use.

J. Norcross made a motion to have S. Owens purchase a microwave from Amazon, which will include a warranty, W. Cooper 2nd, all ayes.

J. Norcross has the sign and N. Rubini and A. Macheel will get it put up.

The VCA still has items in the closet because the roof is not yet complete. A. Macheel let them know items need to be out by next week.

The fire inspection report has been completed. They suggested a spare waterheater key and there is one now in the electrical box.

A. Macheel is working on a thorough cleaning and she is figuring out how to get the high parts of the building. She is also looking into clear paint for the painting on the wall.

The walk through and walk out process needs to be tightened up and A. Macheel is going to work on the process. This needs to be communicated to all hall users. A. Macheel needs to do the walk through, regardless of who is using the hall.

The kitchen will be worked on and labels will be placed on the cabinets.

The VCSD will supply sponges and soap for renter use. The hope is the hall will be left clean.

The old faucets are in the closet and A. Macheel has permission to throw them away.

The boys public restroom has been baking up. A. Macheel will have the toilets snaked out. **W. Cooper made a motion to approve the poem for the restroom verbage to help with the septic in the public restrooms, N. Rubini 2nd and all ayes.**

VCA had requested to bring a tractor through the park but will not need to now, as they used a post hole digger. There was concern a tractor would cause damage in the park.

Regular Meeting AGENDA ITEMS:

VCA – Colleen Rogers – No report J. Norcross will go to their meeting. The VCSD is encouraged to restore their relationship with the VCA.

LAFCO, VCSD update – J. Norcross and N. Bailey did some work on the report. S. Owens needs to do some of the work. The five-year update is difficult to do with tracking changes, because there are so many changes and some sections need to be completed re-done.

Cemetery Maintenance & Star Thistle Problem - J Norcross mentioned the funds, the VCA has, to help maintain the cemetery. The board discussion would appreciate the VCA helping again with the cemetery, as the VCSD does not have the means to do so. The VCSD would like the VCA to donate \$1000 per year, so someone can weed eat twice a year. Nothing needs to be done until the end of Spring. J. Norcross will invite them to the next meeting.

Restroom donations – A. Macheel will work on getting donations from the local businesses but needs a copy of the letter that has been used. S. Owens will forward what has been used in the past.

Insurance Restroom & Water Tank and other items- No report

Late payment policy development –S. Owens had a meeting with the general managers from other special districts. There was some great discussion about what others are doing for their late fees. There will be another meeting in April. S. Owens is working to find out what other districts are doing and then will propose what the VCSD can do.

Website, domain name & monthly cost - S. Owens researched a couple of options to host the VCSD website. All CSD's must have a website now. The one with the best support is Streamline. Streamline is partnered with CSDA and a great option of all Special Districts. They monitor compliance and will keep up with updates. Training and support are included in the monthly fee of \$50.00. A domain name was purchased from GoDaddy, for \$20.99 per year; this enables an easy to remember website name. **Motion was made by W. Cooper to approve Streamline as the website host and to purchase the domain name annually through GoDaddy, N. Rubini 2nd, all ayes.**

W. Cooper mentioned the water bills were very low when they purchased their house many years ago. S. Owens mentioned how the cost to operate the district have increased a lot over time. W. Cooper mentioned she was retiring and was available for projects and things.

A motion was made by W. Cooper to adjourn the meeting at 7:52pm, N. Rubini 2nd and all ayes.

Respectfully Submitted,
Sharon Owens
Secretary