**CACHEVILLE SERVICE DISTRICT**

**MINUTES OF THE REGULAR MEETING**

**April 6, 2022**

**Directors Present:** Rick Hernandez, Lana Reveles,

 Robert Marin, Lucia Salas

**Directors Absent:** Joemanuel Michel

**Others Present:** Leo Refsland (General Manager), Sally Wallace (Recording Secretary),

 Sheryl Hardy-Salgado (Clerk), Dwayne Straub (Water Distributor

Operator), and Don Stewart (Resident)

 The regular meeting of the Cacheville Service District was called to order by President Lana Reveles at 6:00 p.m., at Yolo Fire Station, 37720 Sacramento Street, Yolo, California, on Wednesday, April 6, 2022. All directors were present except Joemanual Michel. Also present were Leo Refsland (General Manager) Sally Wallace (Recording Secretary), Sheryl Hardy-Salgado (Clerk), Dwayne Straub (Water Distribution Operator) and Don Stewart (Resident).

1. **Approval of agenda:**

 President Lana Reveles called for a motion to approve the agenda.

 **Motion by:** Director Robert Marin to approve the agenda as presented.

 **Second by:** Director Lucia Salas.

 **Discussion:** None.

 **Vote: Ayes:** 3 **No:** 0 **Abstain:** 0  **Motion:** Carried.

**2. Approval of Minutes of last meeting**

President Lana Reveles called for a motion to approve the March 2, 2022 Minutes.

 **Motion by:** Director Rick Hernandez to approve the Minutes.

 **Second by:** Director Lucia Salas.

 **Discussion:** None.

 **Vote: Ayes:** 3 **No:** 0  **Abstain:** 0 **Motion:** Carried.

**3. Public comment:** None.

**4. Water Distribution Operator’s Report:**

 The Water Distribution Operators report was given by Dwayne Straub. He reported that all

routine checks were done and weeds were sprayed. Samples were taken on the 31st. of March. On March 7, he went to Half Moon to inform them which way the water flows and information.

Dwayne and Art are unable to read the meters at Half Moon Produce because its locked. They will try to get in contact with Half Moon.

**5. Financial Report (Income and Expense):**

Sheryl Salgado presented the status of the expense and income. A brief discussion was held about the eighteen accounts past due. Two of the accounts have not been paid since December 2021.

Expense: $ 5,699.75.

**6. Approval of Claims:**

 President Lana Reveles asked for a motion to approve claims for March 2022.

 **Motion by:** Director Robert Marin to approve the claims for March 2022.

 **Seconded by:** Director Lucia Salas.

 **Discussion:** None.

 **Vote: Ayes:** 3 **No:** 0  **Abstain:** 0 **Motion:** Carried

**7.** **Discussion Items**:

* **AP Plumbing:** AP Pluming has been paid. A suggestion was made to get estimate or estimates from multiple companies before work is done.
* **Library Fee:** Need to discuss further.
* **Retention Policy:** No update.
* **Approve Draft Audit:** Discuss next month.
* **Clerk of the Board Job Duties:** Discussed and approved. Review in two to three months.

**8.** **Action Items:**

* **Board Members:** Don Stewart attended the meeting. He may be interested applying to be on the Board when there is a vacancy.
* **Policy Stipend:** After discussion, Directors approved to implement policy.

**9.** **General Manager Report:**

 Leo reported that that we need to remind the community to save water. A water report will be

 done in June.

 The new Library will have a flat rate for their water. They will have two meters.

 Cacheville District need to make some big decisions within the next two years regarding

 stability for Cacheville.

 Leo will be resigning after the fiscal year.

 Leo will finish off with Wood Rogers for us.

 The permit for the generator has been applied for.

**10.** **Old Business:** None.

**11. Such other urgent business as may be brought before the Board that has arisen since the agenda was prepared:**

Sheryl Salgado received the census report and she will submit it. She also received a memorandum from the County. Friends of the Library approached Sheryl asking if she could insert a. notice in the billing to the residents about purchasing a brick for the Yolo Library.

**12. Future Agenda Items:**

General Manager / Directors.

 There being no further business, the meeting was adjourned at 7:40pm by President Lana Reveles.

 Respectfully submitted,

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 SALLY WALLACE, Recording Secretary