

CACHEVILLE SERVICE DISTRICT

MINUTES OF THE REGULAR MEETING

September 4, 2024

Roll Call / Call to Order:

Directors Present: Rick Hernandez, Lana Reveles,
Robert Marin, Tina Day, Pat Hernandez

Directors Absent: Robert Marin

Others Present: Sally Wallace (Recording Secretary),
Manuel Quintana (General Manager)

The regular meeting of the Cacheville Service District was called to order by President Lana Reveles at 5:30 p.m., at the Yolo Library Branch, 37750 Sacramento Street, Yolo, California, on Wednesday September 4, 2024. All directors were present except Robert Marin. Also present were Sally Wallace (Recording Secretary), Mark Krummenacker (Finance Clerk), Manuel Quintana (General Manager)

1. Approval of agenda:

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

Motion by: Pat Hernandez

Seconded by: Rick Hernandez

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Carried

2. Approval of Minutes of last meetings (August 2024):

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

Motion by: Tina Day

Seconded by: Rick Hernandez

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Carried

3. **Public Comments:** None.

4. **Financial Report** (Ledger, Trial Balance, AR Billing Status, Budget):

Mark Krummenacker reported that there are twelve individual accounts that are past due. Gave Manuel the notices to pass on to Margarito.

Mention there was an employee reimbursement for the amount \$89.89. Upon motion duly made by Rick Hernandez, seconded by Pat Hernandez and unanimously passed, to reimburse Sally Wallace \$89.89 for supplies.

5. **Approval of Claims:**

President Lana Reveles asked for a motion to approve claims for August 2024.

Expense: \$10,750.10

Motion by: Tina Day

Seconded by: Pat Hernandez

Discussion: None

Vote: Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Carried

6. Consideration of utility service truck usage from Knights Landing Community Service District:

Manuel thought it would be good to have an agreement with Knights Landing for the utility truck.

After discussion, upon motion duly made by Pat Hernandez, seconded by Tina Day and unanimously passed to have a committee of Robert Marin and Rick Hernandez to look more into this and get more details.

7. **Consideration to join the Sonoma-Yolo Bi-County Special District Association:**

Manuel Quintana reported that CSDA has asked all Yolo County if they want to join the Solano County District and come together as association. They are just starting an association. Manuel

will look more into the details. Manuel will give Mark Krummenacker a link for a zoom meeting.

President Lana Reveles called for a motion to approve joining the Sonoma Association.

Motion by: Rick Hernandez

Seconded by: Tina Day

Discussion: None

Vote: Ayes: 4 **No:** 0 **Abstain:** 0 **Motion:** Carried

8. Correspondence: None.

9. Water Distribution Operator's Report: Manuel reported that he went over all the flush and chlorine with Margarito. Margarito's starting date is August 19, 2024, and Art Castillo's last day was August 30, 2024.

There was a water issue of the quality of the water. If the quality is reorted again, we will make sure to do an investigation of the situation.

There was an issue with our Washington well sample. Margarito will look into it.

Pump hour meter readings of August 28, 2024.:

Flow meter reading on Washington Street 627976 gallons.

Washington well – Air compressor, 1/3 air, 2/3 water ratio.

10. General Manager Report:

Manuel reported that we will be going with Butterfield Electric for the automatic transfer switch.

It will ship out in November 2024.

The Environmental Health is due October 16, 2024. Manuel is looking for the 2023 well report.

There's a valve broken on 4th Street.

We received quote from Pedroia for Clay Street asphalt for \$8,500.00.

11. **Discussion Items:** None.
12. **Action Items:** None.
13. **Old Business:** None.
14. **Such other urgent business as may be brought before the Board that has arisen since the agenda was prepared:** None.
15. **Future Agenda Items:**
 - a. **Discontinuance Policy:**
 - b. **Operators Scope of Duties:**
 - c. **Employee Reimbursement:**
 - d. **Madison CS MOU (Memorandum of understanding):**
 - f. **Valve Exercise Program:**
 - g. **Hydrant Flushing / Maintenance Program:**
 - h. **Bacti Sample Points:**
 - i. **Flow Meter for well #2**

There being no further business, the meeting was adjourned Wednesday September 4, 2024 at 6:45pm by President Lana Reveles.

Respectfully submitted,

SALLY WALLACE, Recording Secretary