



**FAIRBANKS RANCH  
COMMUNITY SERVICES DISTRICT**

**MINUTES  
BOARD OF DIRECTORS REGULAR MEETING  
Monday, February 6, 2023, 6:00 p.m.**

**THIS MEETING WAS HELD VIA TELECONFERENCE AS  
AUTHORIZED BY DISTRICT RESOLUTION R-2023-01 PERMITTING REMOTE  
TELECONFERENCE MEETINGS.**

**PRESENT**

Jim Nierman  
Daniel LaBouve  
Rick Heymann  
Marlene King  
Michael Conger

**ABSENT**

**GUESTS**

Hans Stork  
Ross Pike

**STAFF**

Chuck Duffy, G.M.  
Paula Melendrez, Asst.GM  
Jeff Pape, Operations Mgr.

President Pro Tem Nierman called the Regular Meeting of the Board of Directors of the Fairbanks Ranch Community Services District to order at 6:03 p.m.

- 1. Call Meeting to Order and Roll Call.**
- 2. Public Comment** – Ross Pike from North County Fire Protection District introduced himself to the board as a candidate for the Regular Special District Member to LAFCO.

**ACTION ITEMS**

- 3. Consideration of Resolution R-2023-01 Proclaiming a Local Emergency, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020 By Governor Newsom, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Fairbanks Ranch Community Services District for the Period February 6, 2023 Through February 28, 2023 Pursuant to Brown Act Provisions.**

**ACTION:** Director Nierman moved to approve Resolution R-2023-01 as submitted. Director King seconded. Motion carried 5-0.

**4. Election of Board President and Board Vice-President.**

Director Nieman nominated Director Conger for board president. Director Conger declined the nomination. After further discussion amongst the directors, Director King was nominated to serve as board president.

**ACTION:** Director LaBouve moved to nominate Director King for Board President.  
Director Heymann seconded. Motion carried 5-0.

**ACTION:** Director King moved to nominate Director Nierman for Board Vice-President.  
Director LaBouve seconded. Motion carried 5-0.

**5. Minutes of the August 1, 2022 Regular Meeting.**

**ACTION:** Director King moved to approve the minutes as submitted. Director Heymann seconded. Motion carried 4-0-1, with Director Conger abstaining.

**6. October, November, and December 2022 Dudek Invoices.**

**ACTION:** Director Nierman moved to approve the invoices as submitted. Director Conger seconded. Motion carried with roll call vote 5-0.

**7. Report on Capital Projects and District Reserves.**

Operations Manager Jeff Pape reported on the aerobic digester project located at the back-end of the plant. The blowers have been purchased for the new aeration system for the digester, and staff is in the process of designing the electrical connection to the new blowers, and well as getting a bid for the actual connection work.

**8. Consideration of Purchase of Emergency Generator for the Wastewater Treatment Facility.**

Staff discussed the specifications of the emergency generator, which is currently leased and onsite and connected. The purchase of the generator will cost \$50,642.50. Bids for a new generator ranged from \$180,000 to \$220,000, with a lead time of 8 months. Director Heymann inquired about the impact on the plant operations due to loss of power. Operations Manager Jeff Pape explained that without power to the plant, the biological systems of the plant would begin to erode within several hours. Director King inquired about the history of the onsite rental generator, including age, hours used to date, and repair reports from the rental company, Hawthorne Power Systems. Mr. Pape reported that the generator has 5,900 hours of run time on it, which is not a lot for a diesel generator, as the generator only runs on an emergency basis during loss of power. He also reported that our diesel mechanic (Bleckert's Power Services) provided a thorough inspection of the generator.

**ACTION:** Director Heymann moved to approve the purchase of the emergency generator from Hawthorne Power Systems at a cost of \$52,642.50. Director Nierman seconded. Motion carried with roll call vote 5-0.

**9. Monthly Flow Report.**

**10. District Financial Reports.**

- a. Balance Sheet – Noted and filed.
- b. Revenue and Expenditure Report. (Unaudited) – Noted and filed.
- c. LAIF Monthly Update– The board discussed the option of investing in US Treasury bills.

**11. General Manager's Report.**

- a. Operations Report – General Manager Chuck Duffy reported that no constituent parameters for the treatment plant had been exceeded as shown on the included quarterly report to the Regional Board.
- b. Ethics Training – Asst. GM Paula Melendrez reported that information regarding ethics training requirements will be provided in the May 1, 2023 agenda packet.

**12. Upcoming Seminars/Conferences – None.**

**13. Consideration of Correspondence.**

- a. Bank Reconciliations.

**Adjournment.**

There being no further business of the Fairbanks Ranch Community Services District Board of Directors, the February 6, 2023 Board Meeting was adjourned by Board President King.

**SUBMITTED BY:**

**ATTEST:**

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Paula Melendrez, Secretary

\_\_\_\_\_  
Chuck Duffy, General Manager

Date Approved by Board: May 1, 2023