

Wallace Community Services District  
**Board of Directors Meeting Minutes**  
**February 22<sup>nd</sup>, 2023**

**Attendees:** Eric Baysinger, Steve Martin, Mike Jones  
**Absent:** None  
**Staff:** Barbara Kascht

AGENDA ITEM	DISCUSSION	ACTION	OWNERSHIP
<b>1. Call to Order</b>	Call to order at: 7:01 pm	Quorum established.	Steve Martin
<b>2. Public Comment</b>	No public comments	None	
<b>3. Approval of Minutes (Action)</b>	Minutes were read and approved.	AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
<b>4. Approval of Bills (Action)</b>	Motion was made to approve the bills minus payment to KLR construction until inspections was made.	AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
<b>5. Ratify New Purchase Policy and Procedures (Action)</b>	In the special meeting held prior to this meeting a new Purchase Policy and Procedures was ratified. The board voted on resolution 2023-01 adopting the resolution.	AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
<b>6. Open New Bank Account (Action)</b>	The Board reviewed the pros and cons of transferring bank services from Bank of the West to 5-Star Banking. A motion was made and carried to switch banks.	AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
<b>7. Insurance Coverages and Renewals Discussion</b>	Our SDRMA policy was reviewed. It was agreed that the policy has adequate coverage for the WCSD at a reasonable price. Steve had answered the SDRMA	No Vote.	Steve Martin

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	questionnaire saving an additional \$75. Policy will be renewed.		
<b>8. CCWD Special Assessment Audit Discussion</b>	The Board agreed to move forward with starting a dialog with the Calaveras Community Water District regarding our original contract agreement, the state of funds used from the special assessment, and the need for an audit of the work done.	No Vote.	Steve Martin
<b>9. Dam Inspection Requirements Discussion</b>	Dam inspection prior to Covid were once a year but haven't been on a normal schedule since. Two outstanding issues that we had 3 years to correct were mitigate the erosion at the bottom of Wallace Lake Drive by diverting run-off to the culvert and preventing motor vehicles from traversing the dam. Both projects are underway.	No Vote.	Eric Baysinger
<b>10. Progress Reports</b>	<ul style="list-style-type: none"> <li>A. Quick Books data retrieval and switching to Patriot software. Steve will work with Barbara to set up a trial period and move the files over to the new software.</li> <li>B. Culvert on S. Wallace Lake Drive. Mike said the project was done but needed to do a final inspection.</li> <li>C. Fencing Project. Fence project on hold due to weather.</li> <li>D. Picnic Table Area. Project on hold due to weather and the completion of the fence and gate project.</li> <li>E. Front Gate Redo and Call box replacement. Mike reviewed the different options and urged the board to keep it simple by upgrading the system board we currently had. Mike asked</li> </ul>	<p>Added agenda item.</p> <p>AYES: 3 NOES: 0 ABSENT: 0</p>	<p>Steve Martin</p> <p>Mike Jones</p>

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	for, and was granted, an add-on agenda item to approve the spending up to \$2500 to purchase a new box and board to replace what we have. Board motioned and approved.		
<b>11. Interview and Nominate New Board Members.</b>	Jeffery Lane was interviewed, and the board approved his appointment.	AYES: 3 NOES: 0 ABSENT: 0	Mike Jones
<b>12. Correspondence</b>	None	None	
<b>13. Directors Comments</b>	None	None	
<b>14. Adjourn</b>	Adjourned at: 8:03 pm. Next meeting scheduled for April 19th, 2023	Motion to adjourn	Consensus

Recorded by: Mike Jones Date: February 22, 2023

Approved