**HAMILTON BRANCH COMMUNITY SERVICES DISTRICT**

**BOARD MEETING MINUTES OF AUGUST 18, 2020**

**MEMBERS PRESENT:**  Brett Hurff, Albert “Bud” Bosworth, James Lee

**MEMBERS ABSENT:** Jay Williams, Christine Delucchi

**OTHERS PRESENT:** Mark Melcon, Mike Saitone, J. D. Hackett, Jan Hammill

**CALL TO ORDER: Vice** President Brett Hurff called the meeting to order at 6:00pm.

**PREVIOUS MINUTES APPROVAL:** Albert “Bud” made a motion to accept the minutes ofJuly 21,2020 Board meeting. Jim made the second motion for approval.

**PUBLIC COMMENT:** Mark commented that our website seems to be better.

**FIELD MANAGERS REPORT:**

* J.D reported he has taken water samples for the month were good, did a patch repair, install New Service, temp. repair on Hillcrest, Spring maintenance, assisted customer with repair, Pen Fire and HB Fire now have access to the A-13 tank, huge water usage for July(10 million gallons) and is in the process of reading meters. Spring is doing fine. JD to address the weeds and overgrowth at the Spring House. He will get bids for clean-up and proceed without Board approval.

**MANAGERS REPORT:**

* Report of Financials for Fiscal year ending July 30, 2020. (Included in packet) Laif balance $223,459.01

**OLD BUSINESS:**

* HBMW annexation: Norm is working on ballots for their members to vote. They need 51% approval for the annexation to happen. Tentative date of 9/5 for approval.
* No decision or communication on Church property.
* Mike responded to Dante Peranos’ correspondence (attachment in Board packets) concerning Riverfront RV Park, LLC.

**NEW BUSINESS**

* SingletonAuman proposal for 2019 Audit. Board approval with Brett making the motion to approve their proposal with Jim as a second. All Ayes.
* Office upgrade, painting. Adam Walsh verbal quote of $3,500.00. Not enough summer left to get more bids. Most bids are 3 weeks out. Board approved to move forward with written quote from Adam.
* Mike will try to send out an email to Board Members weekly or as needed to keep the Board more apprised as to the day to day operation of the District.
* Future Agenda Items; Brett asked about Job Descriptions that had been handed out to employees at the June 16th Board Meeting? This item to be put as a closed session subject for next meeting.

**CORRESPONDENCE:** None

**NEXT REGULAR SCHEDULED MEETING:** September 15, 2020 6 pm. HBCSD

**CLOSED SESSION PER GOVERNEMENT CODE 54956.9:** None

**MEETING ADJOURNED:** VicePresident Brett Hurff adjourned the meeting at 6:56 pm**.**

 Respectfully Submitted

 Albert “Bud” Bosworth, Board Secretary