

**APPROVED MINUTES GOVERNING
BOARD
April 22nd, 2025**

The Board convened in regular session at 4:00 p. m. in the Leavitt Lake C.S.D., 471-830 Buffum Lane, Susanville CA with Chair, Steve Anderson; Vice Chair, Dallas Langley, board member Nicole Bush, Constance Herman and Wesley wood present. Also present were: Teo M. Lovin, MGR/Operator; Carrie Base, Recording Secretary and Jaime Victoria, Operator. Constance Herman Arrived at 4:09 p.m.

2. FLAG SALUTE

The flag salute was recited.

3. AGENDA APPROVAL

It was moved by Nicole Bush and seconded by Dallas Langley and carried to approve the April 22nd, 2025 Agenda. Motion carried unanimously.

4. APPROVAL OF MINUTES FOR THE MEETING OF: March 18th, 2025

It was moved by Dallas Langley and seconded by Nicole Bush and carried to approve the minutes of March 18th, 2025. Motion carried unanimously.

*****Steve Anderson made a motion to combine both closed session sections into one to discuss employee Annual reviews, Dallas Langley Seconded.*****

4:09p.m. The council adjourned Regular Meeting to go into Closed Session

5. PUBLIC COMMENT MOVED**

None

6. **CLOSED SESSION at 4:09 p.m.**

7. Public Comment *MOVED ITEM TO 5**

None

6. EMPLOYEE ANNUAL REVIEWS

*****CLOSED SESSION*****

*****Steve Anderson made a motion to combine both closed session sections into one to discuss employee Annual reviews, Dallas Langley Seconded.*****

*****CLOSED SESSION ADJOURNED**5:26 P.M.**

8. STAFF REPORT

9. OLD BUSINESS

A. Tree Service Park Quote

3rd quote from RC Tree Service was given to the board. Board agreed to

allow Teo Lovin as the Manager to make the final decision after she gets more information from the 3rd business, RC Tree Service.

- B. Board addressed surcharge. Dallas Langley made a motion to approve keeping the surcharge until next meeting when it will be addressed again. Constance Herman seconded the motion. Motion carries.

10. NEW BUSINESS

A. Tank Cleaning

Dallas Langley made a motion to approve the Tank cleaning cost of \$3,150.00. Wesley Wood Seconded.

- B. Teo Lovin gave the districts financial report for March 2025. Teo explained the reports included consist of the Districts Cash Management Report, Accounts payable and the profit and loss budget VS actual report. She also explained she is having trouble with QuickBooks reconciling and has reached out to QuickBooks and scheduled for an appointment for help. The district closed the month of March out with a balance of \$25,722.23 remaining in the checking account and in the regular savings. \$10,300 was also placed in between a money market account and in a CD with Edward Jones. Report Received and Accepted.

The next regular meeting date was announced to be held on May 20th 2025 at 4:00 p.m.


Motion by Steve Anderson to adjourn the Leavitt Lake C.S.D. Governing Board Meeting.

11. ADJOURN 6:10 P.M.



Steve Anderson, Chairperson

5-20-25
Date



Carrie Base, Secretary

5/20/25
Date