

# LEAVITT LAKE C.S.D.

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471-830 BUFFUM LANE  
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## MINUTES Regular Meeting Held February 20, 2018

### Attendees:

Dan Daly, Chairperson  
Lenard Robinson, Director  
Stu Speer, Director  
Linda Hyatt, Director  
Jaime Victoria, Operator  
Brittany Godinez, Office Clerk  
Cathy Seabourn, GM

### Absentees:

Sandra Davis, Vice Chairperson

1. Chairperson Daly called the meeting to order at 4:01 PM
2. The Flag Salute was recited
3. Director Speer made a motion to approve the agenda as written. Director Robinson seconded the motion that passed with 4 AYES & 1 Absent.
4. Director Speer made a motion to approve the minutes of the meeting held on January 23, 2018. Director Robinson seconded the motion that passed with 4 AYES & 1 Absent.
5. Public Comment: There was no one in attendance that wished to address the board.
6. Old Business: There was no old business to be discussed.
7. New Business
  - A. Acceptance of all work done by Hat Creek at lift station and pond area / Notice of completion: GM seabourn let the board know that the generator at the lift station was not properly working. After some discussion, the board agreed to accept the work, on contingency of the generator being fixed. Director Speer made the motion to accept the work with the contingency. Director Robinson seconded the motion that passed with 4 AYES & 1 Absent.
  - B. Discussion/Approval of sale of kerosene heater: GM Seabourn let the board know that the office heater had a leak, so she had Advanced Comfort Control come out to take a look at the heater. They said it would

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- cost around \$1,100.00 to fix the heater or \$2,200.00 to purchase a new heater. She let the board know that a small wall heater was put in the office instead. She also related to the board that a customer was interested in purchasing the kerosene heater from the District, if the board would agree to sell it. Director Speer made a motion to sell the kerosene heater for a reasonable price. Director Robinson seconded the motion that passed with 4 AYES & 1 Absent.
8. Staff Report/Open Discussion: GM Seabourn let the board know that she would be leaving on vacation from March 1<sup>st</sup> – 19<sup>th</sup>, so Secretary Godinez would be covering the office while she was gone. She also said Tony Wright, Wastewater Plant Operator from Susanville Sanitary District, was allowing LLCSD to hang up his Wastewater license in the office while GM Seabourn was on vacation.
  9. Director Hyatt made a motion to approve the cash management and the accounts payables. Director Robinson seconded the motion that passed with 4 AYES & 1 Absent.
  10. Chairperson Daly announced the next meeting to be held on March 20, 2018 at 4:00 in the district office and adjourned the meeting at 4:30 PM.

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Dan Daly, Chairperson

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Brittany Godinez, Secretary

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Date