

NOT YET APPROVED

Ponderosa Community Services District

Minutes of meeting
December 11, 2014

Present:

Directors: D. Doty, C. Marchant, M. Moroney, B. Benton

Staff: D. Robertson, J. Robertson, J. Landers

Absent staff: T. Griesbach

Guest: B. Arnold

The meeting was called to order at 12:33 pm followed by the flag salute. Mr. Doty welcomed our guest.

Public Comments:

None

President comments

Regarding water theft prosecution, President has been told that Mr. Lowry will plead 'no contest'. The sentencing will be in 2-3 weeks. There should be restitution to the PCSD as part of the sentence and 1 year probation.

Was there any resolution to the contested water charges for Bozanich. Yes, after much research it was discovered there had been a program error that carried forward the wrong meter reading. The result was that it appeared Bozanich has used more than the allotment for tier 1 charges and entered into tier 2. However, this was incorrect.

The secretary requested a motion from the board to approve a refund of additional water fees to Bozanich.

It was moved and seconded to authorize the treasurer to refund the difference between the base (tier1) charge and the additional tier 2 charges, totaling \$. Hearing no objections, the motion carried.

Communication:

Acceptance of Minutes from previous meeting(s)

As all directors have reviewed the minutes, there was a motion to accept the minutes as written, it was seconded and passed unanimously.

Water Manager Report

Water consumption

Dec	Last year	Holby	13,600 gallons
3,080 gallons/day	gallons/day	Fawn	6,890 gallons
92,390 gallons/month	gallons/month	Lake	71,900 gallons
Nov	Last year	Holby	4,800 gallons
2,601 gallons/day	5,670 gallons/day	Fawn	59,500 gallons
78,050 gallons/month	13,750 gallons/day	Lake	13,750 gallons

WM went to a continuing education class in Red Bluff on the New Coliform Rule and procedures.

Building over Summit valve almost done.

8 meters installed
3 Silvertip
1 Fawn
3 Summit
1 Peppermint

There was a leak on Tamarack – the system has been flushed and chlorinated
MOV – did not close, 4 Creeks needs to come and investigate problem. Secretary directed to contact our attorney about this situation and possible charges from 4 Creeks to complete final inspection.

Re: leak – 6 inch main ruptured up to 15,000 gallons lost from tank.

Water Coordinator's Report:

Tank inspection request from Corrpro

Need to contact attorney – PCSD believes we have paid for an inspection by tank manufacturer through 4 Creeks. Need sacrificial zinc installed. Please cc: Lisa Butler.

Directed WM to check the temporary connection for winterization.

Summit booster pumps are in but not connected.

New bladder tank is on but not connected, still operation on old tank.

Treasurer requested WC to provide invoice for new Summit generator in order to process reimbursement.

Staff Reports:

Secretary

Both the Agenda and packet posted to website on Monday Dec 8 at 7:04 am PST.

Created excerpt of October minutes for county and bank.

Wrote letters for county and bank notification about change in Treasurer.

Nov – posted notice of no meeting due to lack of quorum

Spoke to State water monitor – one test result came back extremely high for a specific contaminant; seems out-of-place considering our location and population. State requested a confirmation sample for this specific contaminant before taking any action. Information passed along to WM.

There has been communication with the treasurer and attorney regarding final payment to 4 Creeks. Voucher was issued by the county to attorney's office and payment has been made through attorney's trust account. There has been no further communication from 4 Creeks following payment.

There has been other communication with the treasurer for clarification on different issues.

Received communications from State regarding annual audit and annual compensation report filings. Information forwarded to Hylton and treasurer.

President requested secretary to attend annual training conference in Feb in San Diego. Mrs. Robertson already has those days off from school job and could attend conference.

It was moved, seconded and passed to send secretary to annual CSDA training conference.

There will be no meeting in February.

General Manager

Not present – no report

Financial Coordinator

Nothing to add

Treasurer's Report:

Need to complete another signatory change sheet for the county for fund 735.

Have received the following invoices.

Jack Griggs for installation of propane at Summit

\$538.98 inv# 107443

HD Supply for water meter supplies

\$1340.44 inv# D171855

Weisenberger for pump and generator materials

\$543.30 trans# B601763

There was a brief discussion. It was determined that the above invoices were for materials/supplies to install items related to capital improvements and therefore eligible to be paid through the 735 fund.

It was moved, seconded and passed unanimously to accept Resolution 2014-108-A authorizing payment of the above invoices through the 735 fund, sub-accounts to be determined by treasurer with USDA approval.

The treasurer is researching and working with the phone company to get charges removed for a \$1200.00 phone bill charged to the Summit tank phone number.

Report on USDA reserve funds – according to auditor Dennis Hylton, when reviewing the USDA loan agreement – the district is required to put \$1800+/year into the debt reduction line item for 10 years, not \$18,000/year. Lisa Butler agreed with this interpretation. The board has the option to remove the additional funds (there is currently \$21,000) and redo both 735 and 740 budgets for submission to the county, OR leave the current budgets as they are written and beginning with the next fiscal year and forward, only deposit \$1800/year into the debt reduction reserve line item. The other 735 reserve line item annual deposit amounts will remain the same. After a brief discussion, the board determined to leave the budgets as they are currently, and make any adjustments in the next fiscal year.

Snow Coordinator:

No snow yet – it is coming

Snow Monitor's Report

Not present – no report

PPOA Liaison

There was a nice write up in the PPOA newsletter about the recent water system improvement project.

Forest Service Liaison

Nothing to report

Director's Comments:

None

Unfinished Business:

Ongoing items

- PCSD building maintenance
 1. Replace portions of fascia boards
 2. Paint building
 3. New roof—with additional roof over fire truck door
- Update water ordinance 99W

The Directors will review and discuss suggestions for amendments/revisions/deletions of items on select number of pages.

Carry forward

New Business

None

The meeting was adjourned at 2:15 pm

The date for the next regular Board meeting will be **Thursday January 8, 2015** at 12:30 p.m. in the District Building.

Minutes prepared by Jennifer Robertson/Board Secretary

DRAFT