

# *Ponderosa Community Services District*

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

March 10, 2016

Present:

Directors: D. Doty, C. Marchaunt, W. Benton, M. Moroney

Director via telephone: P. Cohen from 2570 Idlewild St, Pahrump, NV

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

Guest: B. Arnold

The meeting was called to order at 12:30 pm followed by the flag salute. Mr. Doty welcomed our guest and noted that Mr. Cohen was not able to be in Ponderosa for the meeting, however would be participating via telephone.

## **President comments**

The president assigned the GM to research any (state) grants that might be available to improve the water system.

## **Communications**

Received

From Turner and Associates – our insurance agent is merging and changing their name to Guaranty California/Walter Mortensen Insurance/INSURICA on policies and mailings.

There will be no change in local office staff, office location or phone numbers.

From US Dept of Commerce – login information to complete the census of government survey.

## **Comments from the Public**

The local road surface conditions (not related to snow removal) are not very good. Does the board know if the county intends to resurface or repave any of the subdivision roads this year? It was mentioned that when the county has been contacted, their response is that there is no money budgeted and no staff available to repair subdivision roads. There was general discussion that tax payers in Ponderosa do not have the same improvements/services that the rest of the county receives; such as sidewalks and libraries. Mr. Cohen reported that the ‘new’ subdivision was scheduled to be repaved many years ago; it was not done and is now deemed (by RMA representative) unrepairable. The secretary was directed to write a letter to RMA – attention J. Wong and cc: to Supervisor M. Ennis.

## **Acceptance of Minutes from previous February 11, 2016 meeting.**

Having been reviewed; a motion was made to accept the minutes as written. The motion was seconded and carried unanimously.

## **Water Manager Report**

The February regular monthly bacteria test returned absent.

Water usage for February

Current year

457,270 gallons/month

15,767 gallons/day average

Last year

382,360 gallons/month

13,655 gallons/day average

Transferred from Holby	103,700 gallons
Fawn	221,500 gallons
Lake	132,070 gallons

WM attended a water class in Sacramento

They suggested a pressure reducing valve be added to the system. A 6 inch valve would cost approx. \$4500.00. This valve would reduce the current high pressure in the lower part of the system. The valve goes on the main line and only reduces pressure that is over a preset value.

We received some basic information on a cloud based SCADA system. The WM needs to find out more information about how it works, then present to the board.

The WM task lists are in progress – these task lists will help form the written procedure manual.

### **Staff Reports:**

Secretary

Agenda posted to website at 6:43 am Pacific Time.

Began WM task lists

Research-5 step pay structure as relates to treasurer

Email to GM regarding employee review – the review has been completed. GM recommends that the treasurer's raise be given as outlined in the salary step structure. It was moved, seconded and passed to increase the treasurer's monthly salary as recommended by GM.

The secretary reported that the IRS has decreased the amount allowed for mileage reimbursement. The PCSD did not increase the mileage reimbursement last fiscal year. It was decided that the PCSD will notify the county to match the mileage reimbursement with the current IRS allowed amount.

### **2016 Standard Mileage Rates for Business, Medical and Moving Announced**

IR-2015-137, Dec.17, 2015

WASHINGTON — The Internal Revenue Service today issued the 2016 optional standard mileage rates used to calculate the deductible costs of operating an automobile for business, charitable, medical or moving purposes.

Beginning on Jan. 1, 2016, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54 cents per mile for business miles driven, down from 57.5 cents for 2015
- 19 cents per mile driven for medical or moving purposes, down from 23 cents for 2015
- 14 cents per mile driven in service of charitable organizations

Dec 2015 CPI...1.4%, note from attorney – need to do 218 hearing for any water rate increases, even cost of living increase. We would be able to do 1 hearing to cover a 5-year period. The board decided there will be no water rate increase this fiscal year.

**General Manager**

Provided certificates for recent training classes.

GM will follow up with FEMA – we are still looking for the last payment

PCSD employees will be receiving safety training information soon.

GM was assigned to research any grant possibilities: Water tanks, water meters, pressure valve, SCADA, Holby tank replacement

GM will be conducting annual employee reviews soon.

**Financial Coordinator**

Nothing to add to treasurer report.

**Treasurer's Report:**

Snow expense of \$18,000. County sent a snow removal bill for \$2400/ will get Dolmovic to verify county bill before submitting payment

Benton received a 1099 from the county on the money reimbursed – but county treated as income. The treasurer will discuss the situation with the county – the WM also received a 1099 that included reimbursement as income.

We received a check for \$75.00 from Kracik for recent water leak; have not yet received a check from Rudnick.

It was moved, seconded and passed unanimously to accept the treasurer's report as presented.

**Water Coordinator's Report****Snow Coordinator/Monitor:**

Season total to date 10 ft 2 in (114 inches) – 22 storms, some with rain

**PPOA Liaison** - none

**Forest Service Liaison**

Nothing to report

**Director's Comments:**

C. Marchant – we should look at the calendar and schedule the meter readings in June. The June meeting will be on Thursday 6/9. It was determined to read meters beginning on Saturday 6/4.

Ongoing items

- PCSD building maintenance
  1. Paint exterior of building – set to completed when weather permits

**New Business**

Reminder for departments to begin thinking about budgeting needs – April begins budget discussions

In July the board plans to host a meeting of the mountain community water systems with a BBQ luncheon. Details to be given at a later date.

Adjournment 2:15 pm

The date for the next regular Board meeting is scheduled for **Thursday April 14, 2016** at 12:30 p.m. in the District Building.

Minutes prepared by Jennifer Robertson/Board Secretary

DRAFT