

# *Ponderosa Community Services District*

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

July 12, 2018

**Present:**

Directors: D. Doty, C. Marchaunt, W. Benton, B. Arnold  
Via telephone: P. Cohen  
Staff: T. Griesbach, J. Robertson, J. Landers, K. Klemcke  
Guest: T. Harness, J. Parminter

The meeting was called to order at 12:30, followed by the flag salute.

**President Comments**

Our missing trailer is returned. It is able to be fixed with minor repairs.

**Comments from the Public**

None

**Minutes from June 21, 2018 regular meeting.**

It was moved by D. Doty to accept the June 21, 2018 regular meeting minutes as written. The motion was seconded, following a brief discussion, passed unanimously.

**Water Manager**

Tim Harness has been training with J. Parminter to work on the water system. It was agreed that he will be paid travel one way (49 miles) if he is only coming up to work on the water system.

Water was transferred to Summit several times.

There was a break in the main line on Aspen that is currently under repair.

**Recent water usage**

219,294 gallons

Aprox 7,310 gallons/day

**Communications**

Received:

Via phone – Tulare Co. election office regarding paperwork for district election in November, call returned by secretary and confirmed paperwork completed.

Via phone - Penny Blackwell – realtor in LA, has a listing in Ponderosa, has some questions about the CCR. Secretary returned her call, answered questions, and directed her to our website.

**Staff Reports:**

**Secretary:**

Agenda and packet posted to website.

Submitted vote for CSDA representative.

Candidate filing notice posted to website – forms available

The CSDA Board Secretary conference is in October. Mrs. Robertson encouraged the board to send the treasurer to the conference as well. There was a discussion regarding the benefit to the district and costs for sending 2 staff. Mrs. Robertson feels that Ms. Landers will benefit

from learning about requirements of the Brown Act, Public Records requests, and other practices related to government transparency. It was agreed that the Treasurer will also attend the Secretary training conference.

**General Manager**

Conferred with the board president regarding snow contract removal terms and agreed to act as negotiator for the board.

Mr. Griesbach will look into ordering a 42 in steel door to replace the store room door damaged during a break-in.

**Financial Coordinator**

FC will review paperwork with the treasurer after today’s meeting.

**Treasurer’s Report:**

Salary information was not available from the county for this month’s summary report. The insurance premium has been paid.

The treasurer wants to reorganize the internal items of the 735 budget. The budget accepted by the board in June has \$18,000 in line 7043 Professional and special expense. The treasurer proposed taking \$4,000 from that line item and moving it into line 8300 equipment. This movement will not affect the overall total of the accepted budget.

It was moved by D. Doty, and seconded to authorize the treasurer to reorganize the 735 budget as proposed..

A resolution was needed to pay invoices, related to a main line replacement, through 735.

Tim Harness	\$ 650.00	labor
Crouzet Irrigation Supply	\$3064.11	Inv. 146403

It was moved by D. Doty, seconded and passed by the following roll call vote to pay the above invoices through the 735 Capital improvement fund.

D. Doty – aye, C. Marchaunt – aye, B. Benton – aye, P. Cohen – aye, B. Arnold – aye

It was moved by D. Doty to accept the treasurer’s report, seconded, hearing no objections the motion carried.

**Water Coordinator’s Report**

Going forward, when repairs are completed they will be inspected by K. Klemcke, J. Parminter, D. Robertson, or T. Harrison before they are covered over,

**Snow Coordinator/Monitor:**

The snow removal contract item will be carried forward.

**PPOA Liaison** - the 4<sup>th</sup> of July celebration, parade and picnic went well.

**Forest Service** – nothing to report

**Director’s Comments:**

Benton – the PPOA has \$22,000, he has asked them to help pay to fix the district heater since we run it during the winter to keep their fire truck usable. He also feels they should help with the cost of the store room door (damaged during a break-in) since they store fuel and small tools in our facility.

Comment – Mowbray Tree service is no longer operating in Ponderosa. There is a new service.

Benton – Has resigned as a PCSD board member effective at the close of this meeting. He will continue to support the board, but will no longer serve as director. Mr. Doty accepted his resignation with regret, thanked Mr. Benton for his service as a board member and encouraged him to remain in office until the end of his term in December. Mr. Benton declined.

### **Unfinished Business**

Ongoing items

- Well houses
  - Finish interior of PCSD building
- Review and possible revision/approval of Long Range plan discussed at April 12 regular meeting. This item will be moved to the July meeting agenda. This plan is a basic outline, designed to provide direction but not detailed specifics.  
There has been a long range plan for the district that has not been reviewed or used for several years. The board felt that some of the items and categories were not effective. The plan was reviewed and streamlined at a previous meeting. The former plan has been redrafted with the changes requested by the board. A finalized copy of the Long Range plan was provided for board members for review.  
D. Doty moved to affirm the revised long range plan. The motion was seconded and passed unanimously.

### **New Business**

The next regular meeting will be on August 9, 2018 at 12:30 pm in the district building.

Adjournment 2:00 pm

Minutes prepared by Jennifer Robertson/Board Secretary