

# *Ponderosa Community Services District*

*RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL*

Minutes of meeting

January 10, 2019

Present:

Directors: D. Doty, R. Cope, L. Gray

Staff: T. Griesbach, J. Robertson, J. Landers, K. Klemcke, T. Harness

Guest: A. Bozanich, B. Arnold

The meeting was called to order at 12:34, followed by the flag salute.

## **President Comments**

Mr. Doty welcomed the guests and thanked them for coming. He reported that there had been some snow, with more expected, but the roads seem to be in good shape. There was a problem with the snow removal contract for the current season, however the issue was resolved at a special meeting late in December and things should be fine going forward. The general manager is sick today, but gave his report to Mr. Doty, and Mr. Klemcke may be a little late.

## **Comments from the Public**

None

## **Minutes from December 13, 2018 regular meeting and December 22, 2018 special meeting.**

It was moved by D. Doty to accept the December 13, 2018 regular meeting minutes and the December 22, 2018 special meeting minutes as written. The motion was seconded and passed unanimously.

## **Water Manager**

T. Harness reported that all wells together produced 290,596 gallons last month, for an average daily use of 9,372 gallons.

Doug Elliot needs a report on the Holby meters

There is still a problem with Lake well; still popping breakers.

Holby 1 and 2 are both working.

R. Cope has been shadowing T. Harness and feels confident about the water system.

The walkie-talkies are ready to go.

## **Communications**

### **Staff Reports:**

#### **Secretary:**

#### **General Manager**

.Mr. Griesbach is absent due to illness.

He reported that he has sexual harassment training ready for employees. He has obtained the required workplace posters and he is making contact with a self-help group, trying to gain eligibility for a grant.

**Water Coordinator's Report**

Per Mr. Cope, no one is to work on the water system unless he knows about it first.

The security doors still need to be installed.

There was discussion about purchasing an asphalt saw when work is required on the roadways.

Mr. Cope wants to investigate ways to get work done and purchase materials in a more cost effective manner.

Additional suggestions – creating a job description and title for the job Tim Harness is doing in water, and review the water meter reading process and payment of meter readers.

T. Harness will organize storage rooms and keep an inventory list.

The PCSD trailer needs to be fixed.

The well houses have new locks.

K. Klemcke reported that water testing was completed. The regular monthly sample was good.

**Snow Coordinator/Monitor:**

There have been 2 or 3 recent storms with 46 inches total snow.

The contract dispute with High Sierra was settled during a special meeting at the end of December.

Invoices through Dec 6 total \$11,067.50

Regarding hydrant snow removal; there was 1 invoice received and 1 invoice due from that contractor.

**Financial Coordinator**

Received and forwarded invoices to treasurer.

City of Porterville – Lab

Jack Griggs

Received packet from State Water Resources Control Board – invoice for annual fees, and permit to operate, with letter of conditions

**Treasurer's Report:**

Returned check to Phil Rudnick – it was meant for PPOA dues, but made out to PCSD.

CSDA ethics DVD should be coming soon in the mail.

Director's stipends are up to date.

Sent \$2500.00 to F. Schlitz for asphalt

Note – all new workers need to complete W9 and provide valid form of photo ID (i.e. Driver's License). This information is required to be sent to State Fund and for county to issue paycheck.

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

**PPOA Liaison** – no report

**Forest Service** – nothing to report

**Director's Comments:**

None

**Unfinished Business**

Ongoing items

- Well houses
- Finish interior of PCSD building

**New Business**

Vacancy on PCSD Board – the board will discuss the application of Ann Bozanich, and determine whether to forward to the Board of Supervisors for confirmation and appointment.

Mrs. Bozanich submitted an application for the director vacancy on the PCSD board. After a brief discussion, it was determined to request the Tulare County Board of Supervisors appoint Mrs. Ann Bozanich to the 5<sup>th</sup> director position on the PCSD board. The secretary will send a letter requesting action by the Board of Supervisors.

The next regular meeting will be on Thursday February 14, 2019 at 12:30 pm in the district building.

Adjournment 2:25 pm

Minutes prepared by Jennifer Robertson/Board Secretary

Note:

The February 14 meeting was postponed, due to weather, to Thursday February 21, 2019. The February 21 meeting was postponed again, due to weather, to Thursday March 14, 2019.

There was no regular or special meeting in February 2019.