

Ponderosa Community Services District

Minutes of meeting

July 8, 2011

Present:

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

Absent: Barbara Dolmovic

Staff: D. Robertson, J. Robertson, M. Strickbine, T. Griesbach

Staff volunteers:

Guests: C. Cappelen

The meeting was called to order at 1:00 p.m. followed by the flag salute.

Guest introductions – Carl Cappelen

Comments from the Public - Mr. Cappelen brought to the attention of the board that the county has a report on properties that have not paid their tax bills. The District should file liens against properties as there are 3 of these homes currently for sale. He read in the PER that there are several options for work to be done; he is not sure which option the board was considering. He also wanted to see an itemization of how the money from the grant/loan will be spent.

Mr. Doty thanked Mr. Cappelen for bringing his concerns to the board. There should have been a document with the 218 notice for alternative seven, from the PER, listing the proposed work to be done using the grant/loan money. The board apologized if this paper was missing from Mr. Cappelen's notice. The secretary will email Mr. Cappelen an electronic version of the document.

Mr. Cappelen departed at 1:15 pm

President Comments

The board will talk about the grant

Have not yet met with Dolmovic about the snow removal contract

Have met with USDA, moving forward

Moving forward with FEMA – should advertise for bids on FEMA reimbursement work to be done on wells

In the June minutes, it was noted that the Perry and Lowry parcels qualify as an oversized lot and will be charged the residential oversized lot snow removal fee. However, the board discussed the fact that Mr. Lowry provides much of his own snow removal along his frontage. Therefore, the board is waiving the additional charge and the Lowry parcel will only be charged the regular improved residential snow removal fee. The secretary apologized for the error and will send the Lowry's a letter acknowledging the mistake and notify them of the board's decision.

It was moved, seconded and passed to accept the minutes from the June 10, 2011 regular business meeting as corrected.

Secretary Report

Communications

Received

A note was sent by Mr. Lowry that brought to the board's attention the same issues of unpaid water and snow removal fees that Mr. Cappelen had mentioned. The board thanks Mr. Lowry for his concerns and will discuss the issue of unpaid fees at the next regular board meeting.

Sent

218 Notices were sent to all current water users. The annual Consumer Confidence Report (CCR) was also mailed to current water users. Mr. Cappelen agreed to post the 218 notice and CCR on his website for the PCSD. Some letters have been returned to the PCSD, as correct addresses are made available the notices and CCR will be resent.

Reports

- Treasurer
Budget is complete. Treasurer stated that she would no longer do any work that is outside of the current treasurer job description. The board determined that the treasurer will be paid hourly for extra work (outside of job description) and that delegation of extra work will be done through the Financial coordinator.
- Financial Coordinator
Presented financial report
- General Manager
Copies from state of approval of monies for Fawn well and Brewer's Lodge. Should be more for Lake well. FEMA application has been sent to Pasadena for final approval.
Ad seeking bids was in the newspaper, no more bids have been received, J. Parminter can begin work on Fawn well.
- Water Manager
Monthly use was 490,406 gallons compared to 682,260 last year
Repair at Molls was due to snow damage – PCSD responsibility
Installed meter at Cash property
Power off on the 23rd, checked generators
Aspen repair needs additional asphalt. Will contact F. Schlitz to have more asphalt delivered.
- Water Coordinator
There was a leak on Aspen – J. Parminter repaired (WM out of town)
- Snow Monitor – no report
- Snow Coordinator
Still in process on snow removal contract. Mr. Bozanich has suggested that the PCSD look at doing own snow removal as in the past. This issue has been discussed before and was researched by Mr. Dolmovic when he was on the board. The secretary will review past minutes and provide relevant information to current directors.
- PPOA/PCSD Liaison – C. Marchaunt
Last event was a BBQ
- Committees – nothing to report

Director Comments

Unfinished Business

Ongoing items

- Water system documentation – creation of operations manual – B. Benton
- Consolidate PCSD records in one place with a back-up system
- New keys to PCSD building or combination locks, or? – B. Benton (waiting for new door installation)
- PCSD building maintenance
 1. Install new door
 2. Replace portions of fascia boards
 3. Paint building
 4. New roof—with additional roof over fire truck door
 5. Holby wells rehab and cement slab
 6. Lake well rehab
 7. Repair North & South ends of Holby bridge – have received wood
 8. Holby 1 snow shed
- Update water ordinance 99W
- Obtaining an easement from the Forest Service for access to Holby well site – B. Benton with attorney Julia Lew
- PER (Preliminary Engineering Report)
Archeologist will be here for CEQA on Monday July 11
Biologist will be here for CEQA on Monday July 18
Request for proposals went out to 5 engineers. Working on problem with Summit tank, need a written easement attached to the property deed.

New Business

The date for the next regular Board meeting will be Friday August 12, 2011 at 1:00 p.m. in the District Building.

A Public Hearing as required by Proposition 218 (1996) regarding an increase in water rates will be held Saturday August 13, 2011 at 1:00 pm in the District Building.

The meeting was adjourned at 2:42 pm

Respectfully submitted,

Jennifer Robertson – board secretary