

# *Ponderosa Community Services District*

Minutes of meeting

April 12, 2012

## Present:

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

Absent:

Staff: T. Griesbach, J. Robertson

Absent staff: M. Towfiq, D. Robertson

Staff volunteers: Jim Parminter arrived 2:35 pm

Guests: S. Witherow

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

## **Comments from the Public**

None

Minutes – from previous meeting were distributed to directors for review. They will be accepted during the meeting, once the directors have finished reviewing.

## **Communication**

Rec-

Memo from Tulare Co. Fire for water manager (WM) regarding fire hydrant inspection

2<sup>nd</sup> notice from Tulare Co. Health and Human Services Agency (HHS) for permit to operate Tulare Co.

Letter from HHS for WM to contact them regarding chlorination of the water system

Tulare Co. Resource management Agency (RMA) that environmental reports are available upon request for General Plan Amendment

New Census of Governments – to be given to treasurer to complete financial portions

Water Conditions in CA Report as of March 2, 2012

Letters from Witherow/Strickbine as noted on the agenda:

Witherow letter dated March 24, 2012

Witherow request for docs March 18, 2012

Strickbine letter dated March 17, 2012

Additional letter from Strickbine dated March 27, 2012

Request from Witherow for copy of preliminary plan dated March 31, 2012

## **President Comments**

Mr. Doty has spoken to Mr. Bozanich about the PCSD supposedly owing Mr. Bozanich for a fire hydrant he paid for that was not installed by the district on his property as originally agreed. The treasurer is asked to research and find a record of this transaction.

## **Secretary Report**

Email from the attorney: portions read at the meeting for directors

“you have already engaged Mr. Hylton to investigate the matter and provide an opinion... the District takes allegations of financial improprieties very seriously, which is why it has engaged Mr. Hylton to look into the

matter. After the District receives Mr. Hylton's opinion, it will take appropriate action based on that opinion." "I would also go ahead and provide her letter to Mr. Hylton so he can review it to see if there is anything to her claims on the financials" [note - Ms. Strickbine's letters were forwarded to Mr. Hylton]. "I don't see any defamatory action – for what it's worth the Board members (in their individual or official capacities) are for the most part immune from defamation actions when speaking "from the dais" at meetings or acting in their official capacities"

## Reports

- Treasurer  
Please see Financial Executive Monthly Summary (posted to website)

The treasurer was not present to provided any further information

Invoices presented for payment through RCAC.  
Resolution 2012-63-A to authorize RCAC payment  
4 Creeks      \$18,374.50      inv# 2165

It was moved, seconded and passed to accept resolution 2012-63-A authorizing the payment of the above listed invoices through RCAC.

An invoice for attorney fees was presented and deemed to be related to the water system improvement project. It was moved, seconded and passed to amend resolution 2012-63-A to include the following invoices for payment through RCAC.

McCormick, et al      \$435.00      inv# 6427

- Financial Coordinator  
Nothing additional to report
- General Manager  
Regarding application for FEMA extension – 3 phone calls have been made trying to confirm the FEMA extension has been approved.

The Hazardous Material Business Plan has been send to County, waiting now for county approval and billing of fee

The Emergency Plan is 95% complete

GM has met with secretary and treasurer about securing required personnel records and OSHA requirements, in process of creating list of hiring requirements

- Water Manager  
Not present and no report provided. There seems to be a leak on Tamarack
- Water Coordinator  
WC reported that he is pleased that David Robertson, Bill Dolmovic and Jim Parminter met with 4 Creeks, hammered out SCADA system. It will be radio controlled not phone line.

4 Creeks will have a final draft in 7-10 days  
The water group will need to meet and review the draft

Note to community – the blue lines in the road mark water lines that will be replaced, they are NOT centerlines – do not follow them

- Snow Monitor/Snow Coordinator

Snow Coordinator – this has been a low snowfall season (about 12-13 feet), the snow removal contractor will get the guaranteed minimum payment

All directors have now completed review of March minutes. It was moved, seconded and passed to accept March 8, 2012 as corrected.

- PPOA/PCSD Liaison

Mrs. Dolmovic sent a draft of letter providing the community an update on the water system improvement project to the PPOA board – the PPOA board unanimously approved the letter for submission in the next PPOA newsletter

The draft was distributed to PCSD board members for review prior to publication in the PPOA newsletter. This letter is written by Mr. Bill Dolmovic as a community member, not from the PCSD board.

There was a brief discussion about the proposed letter –

B. Benton – B. Dolmovic wrote a letter prior to the 218 hearing that was posted to Carl’s email list, that seemed to help some in the community understand things. Mr. Benton would like to see this letter posted to the PCSD website – he does not want to see the PPOA become ‘politicized’

D. Doty – wants to see this letter as a direct communication from the board

T. Griesbach – suggests calling it a PCSD progress report from the General Manager. He feels this letter/statement seems informational, not political

D. Doty – people of this community need and deserve the information put in as many places as possible

A few wording changes were made to the proposed draft. It was moved, seconded and passed to submit the statement to the PPOA newsletter as a progress report on the water system improvement project from the PCSD General Manager. The statement will also be posted to the PCSD website.

- Committees

No report

### **Director 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
  4. Repair North & South ends of Holby bridge – *pending*
- Update water ordinance 99W
- Obtaining an easement from the Forest Service for access to Holby well site – B. Benton with attorney Julia Lew – *in process*

- Status on water system improvement project  
As mentioned in WC report, 4 Creeks will have final draft soon. The water group will need to review.

Summit tank easement – Mr. Doty has been in contact with property owner Schollhammer. The PCSD offered \$3000.00 as good-will payment for increasing the usage of the current easement. Mr. Schollhammer did not accept that offer. The last conversation with Mr. Schollhammer ended abruptly. Mr. Doty understands from Mr. Schollhammer that he wants to be compensated for something. Mr. Schollhammer has mentioned that a neighboring lot is for sale (estimated value \$30,000) and that the roof of his Pierpoint cabin needs repair (approximate cost \$27,500). The PCSD position is that Mr. Schollhammer has nothing to sell. The PCSD already has the easement; we just want to change the current usage description of the easement.

The secretary has been directed to contact the PCSD attorney regarding the process for expanding use, not size of the current easement. Per the attorney, the PCSD needs to have the property appraised before we can move forward with any type of offer.

The USDA has indicated the water system improvement project can begin on time, the Summit tank replacement can be postponed to the end of the project and will not prevent the project from moving forward.

It was moved, seconded and passed to pursue finding an appraiser to value the property and easement.

*2:35 Jim Parminter arrived*

Mr. Parminter reported recent storms dropped 6 inches total snow  
4 Creeks has been given all necessary information

The water system improvement project should break ground between June 1 and mid-June.

### **New Business**

- Review and determination to accept Delinquent Snow Removal Fee notice  
A notice was prepared and distributed to directors. The notice includes a penalty for non-payment of snow removal fees. If property owner fails to pay the district directly, the penalty can be added to the following year's direct charge assessment. The board needs to be aware that if a property owner does pay the district directly but does not pay their property tax bill – the PCSD must request a removal of the direct charge on the tax bill, which will cost the PCSD \$25.00 per change request. There was a brief discussion, it was determined to put the delinquent snow removal fee notice on hold until it can be determined how many parcels have unpaid property tax bills. It may not be cost effective to attempt collection of delinquent fees.

The date for the next regular Board meeting will be **Thursday May 10, 2012 at 1:00 p.m.** in the District Building.

The meeting adjourned at 2:42 pm

Respectfully submitted,  
Jennifer Robertson – board secretary