

Ponderosa Community Services District

Minutes of meeting
September 13, 2012

Present:

Directors: D. Doty, C. Marchant, B. Bento, M. Moroney

Absent: Barbara Dolmovic

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

Absent staff: none

Guests: B. Arnold, G. Lack, J. Parminter (volunteer) Rick Stevens – US Forest Service

The meeting was called to order at 1:04 p.m. followed by the flag salute. The president welcomed the guests and thanked Mr. Stevens for attending.

Rick Stevens is the US Forest Service district supervisor. He has previously attended a PPOA function and introduced himself to the community. Mr. Doty thanked Mr. Stevens for his prompt attention to concerns from the Ponderosa community. The PCSD board offered cooperation as one government entity to another. The board also offered the use of the district building and amenities to Mr. Stevens for any future meetings with Forest Service personnel of community awareness programs. The PCSD has formed a committee to stay in communication with the forest service. Members were introduced to Mr. Stevens – Board members: Mike Moroney and Cheri Marchant with Mrs. Lack and Mr. Parminter.

Mr. Stevens is interested in maintaining communication with mountain communities. He talked about the new Giant Sequoia Management plan. Implementation will begin the first week of October 2012. He reported on thinning plans; for more information, please contact the US Forest Service or Mr. Stevens directly (539-6027, ext 210) or ristevens@fs.fed.us, or 32588 Hwy 190, Springville, CA 93265

Mr. Stevens informed the board that they hope to begin burning local piles and there will possibly be a broadcast burn, but not until there is rain, they are currently in full fire suppression mode. Robert Sanders is now officially the fire officer. And clean up of the Needles fire lookout will begin any day – all spires will be closed to climbers during the clean-up process.

Comments from the Public

There were general comments thanking Mr. Stevens for coming to Ponderosa and for being willing to work with the mountain communities.

Communication

From S. Witherow dated 8/12, document request for “stray” board resolutions

From Roger Smith – verbal request at special meeting for copies of all bids received

From S. Witherow dated 8/15, document request for bid tabulation and copy of actual bid designated as the low bid

From S. Witherow dated 8/30, document request for amended 2012-2013 budget(s)

President Comments

The Schöllhammer easement has been recorded with the county.

Start negotiation of snow removal contract terms in October.

Minutes from previous meeting(s)

It was moved, seconded and passed to accept the minutes of the August 9, 2012 regular meeting with the addition of a \$ on page 4 (36,000 propane generator).

It was moved, seconded and passed to accept the minutes of the August 30, 2012 special meeting as written.

Secretary Report – no prepared report

Reports

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

Began preparing audit material for CPA, in gathering documentation found an invoice to Deak – need explanation and direction as there is no record of payment. A letter will be written to the Deaks explaining that due to personnel changes the PCSD has not followed up on this invoice. We have no record of payment received, if payment was made please provide proof of payment. If payment has not yet been rendered, please pay immediately.

Invoice for repair of 6 inch pipe at Holby – deemed capital improvement

Invoice presented for payment through RCAC
4 Creeks \$3683.99 inv 2612

It was moved, seconded and passed to accept Resolution 2012-78-A authorizing the payment of the above invoice through the current RCAC loan.

Invoices presented for payment through 735 as capital improvement

J. Parminter	\$842.50	P090812	Holby pipe
McGreggor	\$395.00	3827	Holby pipe
E. Sanford	\$220.00		water meter @ Zinsley

It was moved and seconded accept Resolution 2012-79-A authorizing payment of the above invoices through 735 as capital improvements. There was a brief discussion to determine that the above invoices were considered capital improvements. The motion carried unanimously.

The treasurer suggested a need for an independent contractor agreement specifically for J. Parminter but having one on file for any future independent contractors. It was agreed to place the item on next month's agenda.

Update on legal bills related to system improvement project. The legal budget within the RCAC loan is spent – RCAC will pay no more legal invoices. There is some outstanding legal debt. The treasurer has contacted the attorney's billing department and is waiting to hear back from them to see if they will carry over the outstanding balance until the USDA loan is funded. We need to ask the USDA if we pay the outstanding bills from the general fund will the USDA allow the PCSD to reimburse our general fund for those legal expenses.

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

- Financial Coordinator
Nothing to add

- General Manager

Fire extinguishers have been placed at two well buildings as mandated by safety inspector
The propane tanks have been inspected – Jack Griggs has installed hazardous material stickers on all tanks
The district has been certified by the County to be in compliance

The Hazardous Communication plan is completed and certified, can now be sent to Mr. Witherow

GM provided the signed Schöllhammer easement agreement to the PCSD President for his signature and recording

- Water Manager

August usage

Current usage	Last Year
563,330 gallons/month	412,330 gallons/month
18,172 gallons/day	13,765 gallons/day

185,500 Gallons transferred from Holby
310,000 Gallons pumped from Fawn
94,830 Gallons pumped from Lake

A recent water loss incident was the result of an open valve on Ponderosa
There was also additional water use when the Holby pipe was cut and drained
Need to call Jack Griggs – they missed filling 2 propane tanks and ask them to provide Haz Mat training to WM

- Water Coordinator

Would like to compose a list of work completed in 2012 – possibly post on website
Need to provide information to the treasurer for invoicing property owners for water loss incidents determined to be due to cabin owner/occupant negligence

- Snow Monitor/Snow Coordinator

No report/contract negotiation will begin next month

- PPOA/PCSD Liaison

Liaison not present

- Committees

Rick Stevens was contacted and is present at this meeting

Director Comments

The small Aspen trees growing up from under the PCSD building foundation need to be removed

We want to thank Rick Stevens for coming and speaking with the community group earlier this summer.

The PCSD should send a thank you to RMA (Resource Management Agency) for promptly cleaning up debris in the roadways from recent thunderstorms.

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 – request for plans
 4. Repair North & South ends of Holby bridge – *COMPLETED*
- Update water ordinance 99W
- Obtaining an easement from the Forest Service for access to Holby well site –

- **Status on water system improvement project**

As stated on the agenda, the project is postponed until Spring 2013. Proposed timeline per 4 Creeks – advertisement of bids in February, contractor walk-through early March (weather permitting) with second advertisement of bids...start construction in early June 2013.

Final Report of action at ongoing closed session: results of property negotiations with Scholl hammer.

Property: APN# 223-183-013-000 (Easement)

Agency Negotiator: (Tom Griesbach)

Negotiating parties: Ponderosa CSD and Hans and Holly Schöllhammer.

The parties have reached an agreement for the expansion of the current easement on the Summit property where the PCSD water storage tank is located. The current easement description did not designate size and location but allowed for a specific size of tank and the placement of a specific size building for the operation and maintenance of a water storage tank. The easement size and location has now been delineated and recorded. It has been expanded to allow for a larger tank and building as needed for operation and maintenance. A temporary expansion has also been granted beyond the new easement for construction purposes. In exchange for the expansion of the easement, the PCSD has compensated Dr. and Mrs. Schöllhammer in the amount of \$10,000.00. The Schöllhammers were not interested in selling the entire lot to the PCSD.

New Business

Discussion of recent water test results for lead

The PCSD was required to test from 5 sites from the Ponderosa water system. There 5 sites are to be representative of the types of dwelling and/or business water users. The first test received the following results

2 – no detection

2 – detected but under the maximum contaminant level

1 – exceeded the maximum contaminant level (this was a private cabin)

The PCSD is required to report these findings to the community, the county provided direction and instructions. Per discussion with the county representative – it is considered most likely that the PCSD water supply itself is not the source of lead contamination (2 sites with NO detection) and that the contamination (lead concentration) comes from interior plumbing.

Likely sources are lead pipes or copper pipes with lead soldering.

The best course of action is for cabin owners to let the water run to empty any standing water in their pipes – **ESPECIALLY** – when there has been **no** water flow for more than 6 hours. Hot water can cause more leaching than cold water so do not drink or cook with hot water. The amount of time to let water run will vary depending on recent usage in the home or business. This information was provided on the website in the public education document provided to the PCSD from the county.

The county required a retest for lead. Per the county, the three sites with detection were tested again and two new sites sampled to replace the non detection sites. The second test results were similar.

2 new sites – no detection

2 sites – detection below max contaminant level (the private cabin over before is now under)

1 site – exceeded the max contaminant level (the PCSD building)

Per the county one more retest is required of only the site that exceeded the max contaminant level. Another statement will be posted to the website, this time highlighting some of the information contained in the public education document since it seems few people read it before.

The date for the next regular Board meeting will be **Thursday October 11, 2012 at 12:30 p.m.** in the District Building.

Respectfully submitted,
Jennifer Robertson – board secretary

Please note that due to computer issues the website was not updated following the September meeting.