

Ponderosa Community Services District

Minutes of meeting

January 10, 2013

Present:

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

Absent: none

Staff: J. Robertson, M. Towfiq

Absent staff: T. Griesbach

Guests: B. Arnold

The meeting was called to order at 12:36 p.m. followed by the flag salute.

Comments from the Public

None

Communication

Received

Tulare Co Health Human Services – Hazardous Material Inventory update will soon be available online. The previous deadline if March 1st is no longer in effect.

Reminder from attorney that annual conflict of interest forms are due by April 1st.

From S. Witherow 12/20 email requesting status update on request for copy of annual audit

From S. Witherow 12/21 email response to secretary reply that hard copy would be mailed as soon as available – *A hard copy was mailed to Mr. Witherow*

From S. Witherow 12/22 email request for documents

From S. Witherow 12/23 via email letter dated 12/19 requesting board response to demand to ‘cure and correct’ late posting of Nov 8, 2012 regular business meeting – *the board addressed this issue during the December meeting (see Dec meeting minutes.) Apparently the secretary neglected to send a written response to Mr. Witherow and apologizes for the oversight.*

From S. Witherow 1/5/13 via email letter dated 12/29 regarding the 2011-2012 fiscal year audit report and his suggestion to update the current PCSD budget submitted to the county – *The treasurer will contact CPA Dennis Hylton for his comments and suggestions.*

President Comments

CalEMA acceptance document to be given to General Manger for audit file

US Forest Service agreement to be copied and mailed to Elliot

Minutes from previous meeting(s)

It was moved, seconded and passed to accept the minutes of the December 13, 2012 regular meeting as written

Secretary Report

No prepared report

Reports

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

Receipts from HD Supply, deemed as materials for capital improvements

| | | |
|-----------|-----------|-------------|
| HD Supply | \$219.79 | inv 5751506 |
| HD Supply | \$4810.14 | inv 5819863 |

It was moved, seconded and passed to accept Resolution 2013-83-A authorizing the above listed invoices to be paid from 735 fund.

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

- Financial Coordinator
Nothing to add
- General Manager
Not present/no report
- Water Manager

December usage

Usage was up during holiday weeks, no major problems

Leak at the end of Tamarack

Ran generators to ensure they were in working order

- Water Coordinator
Nothing to add
- Snow Monitor
Since 12/18 there have been 8 storms, with 57 inches of snow

Snow Coordinator

Nothing to add

- PPOA/PCSD Liaison
Nothing to report/there have been no meetings
- Committees
Nothing to report

Director Comments

There has been concern expressed by several community members about emergency communications when landline phone service is unavailable. Campers also have no recourse for phone service since the payphones have been removed by the phone company. Can someone on the board research the feasibility of cell service within the Ponderosa community – specifically micro cell technology

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
 - Update water ordinance 99W

- **Status on water system improvement project**

Advertisement for bids due to go out 1st week of February

New Business

There was no new business.

Meeting adjourned at 1:36 pm

The date for the next regular Board meeting will be **Thursday February 14, 2013 at 12:30 p.m.** in the District Building.

Respectfully submitted,
Jennifer Robertson – board secretary