

Ponderosa Community Services District

Minutes of meeting
January 14, 2016

Present:

Directors: D. Doty, C. Marchant, W. Benton, M. Moroney

Staff: T. Griesbach, D. Robertson, J. Robertson, J. Landers

Guest: none

Via telephone: P. Cohen from 2570 Idlewild St, Pahrump, NV

The meeting was called to order at 12:35 pm followed by the flag salute. Mr. Doty noted there were no guests. Mr. Cohen was not able to be in Ponderosa for the meeting, however listened in via telephone. Because a teleconference was not noted on the agenda, Mr. Cohen did not participate in any discussion or vote on any actions taken by the board at this meeting.

President comments

There was not a regular or special business meeting in December. Mr. Doty also made note of the Ordinance revision on the agenda.

Communications

Received

From the State Water Board – invoice for annual permit to operate; given to treasurer.

Calif Rural Water Assoc (CRWA) invoice for annual dues; given to treasurer

Rural Comm Assistance Corp – workshop list for Jan-June 2016

Email notice regarding government census coming soon

Comments from the Public – none present

Agenda item – request from member of the public

- Request from property owners to petition the board regarding water service fees and improved property snow removal fees for newly acquired property 223-151-001 (Tract 423, lot 38 corner of Snowflake and Ponderosa)

There was discussion about what constitutes an improved versus unimproved lot within the Ponderosa CSD. The PCSD considers a lot as improved once water service is connected. The board understands the new owner's position to be that the lot was purchased as an unimproved piece of property with a water connection. The board agrees that there is no building on the lot; however, the PCSD maintains it has been improved since receiving a water connection in Sept 2003. Therefore, it is subject to annual water service fees and improved snow removal fees and has been charged those fees since the status was updated.

Mrs. Robertson reported that during a telephone conversation, Ms. Hawkins mentioned the possibility of disconnecting the water service, thereby reducing the snow removal charges and ceasing the water service charges. The board briefly considered that proposal. It was discussed that this would return the property to unimproved status. As an unimproved lot, the owner would be subject to completing a water service application, and paying facility development and connections fees (currently \$2500 and \$700 respectively) before they could apply for a building permit from the county. As it stands now, those fees have already been paid. The owners only need a confirmation of water

service letter from the PCSD to apply for a building permit. The board also felt that this may lower the actual property value since it would unimproved the lot. The board declined to consider this proposal at this time. The property will retain the water connection and continue to be charged an annual water service fee and annual improved property snow removal fee.

A letter will be written to the Mr. Patton and Ms. Hawkins explaining the board’s decision.

Because there is another property that has a water service connection and no building, the board agreed that the secretary will draft policies that clarify how annual water and snow removal services are charged and billed.

Acceptance of Minutes from previous meeting(s)

Having been reviewed; Mr. Doty requested an amendment to the Director’s comments regarding the dam in Holby Creek. *“The plan had been to build a small dam in the creek and pump water into the lake in order to provide additional fire protection for the Ponderosa community. PCSD decided to remove the dam prior to winter because it partially blocked the drainage culvert.”* It was then moved, seconded and passed unanimously by those directors present to accept the November 12, 2015 minutes as amended.

Water Manager Report

November and December regular monthly bacteria test returned absent.

December annual Nitrate test passed.

Water usage for November

Current year	Last year
256,390 gallons/month	175,770 gallons/month
8,546 gallons/day average	5,859 gallons/day average

Transferred from Holby	3,120 gallons
Fawn	176,800 gallons
Lake	176,470 gallons

Water usage for December

Current year	Last year
223,900 gallons/month	279,960 gallons/month
7,222 gallons/day average	9,030 gallons/day average

Transferred from Holby	75,000 gallons
Fawn	94,400 gallons
Lake	54,400 gallons

Tested well depths – depth to water

	May 18	June 11	July 26	Aug	Sept	Oct	Nov	Dec
Holby 1	3 ft	7 ft	6 ft	10 ft	---	---	---	12 ft
Holby 2	1.5 ft	4 ft	7 ft	8 ft	---	---	---	8 ft
Fawn	12 ft	15 ft	15 ft	23 ft	23 ft	80 ft	18ft	18 ft
Lake	18ft	20 ft	25 ft	17 ft	25 ft	25 ft	26 ft	18 ft

Well average recovery rates

2015	June	July	Aug	Sept	Oct	Nov	Dec
Lake	25 ft/hr	17.7 ft/hr	30 ft/hr	10 ft/hr	---	---	Not tested
Fawn	10 ft/hr	17.5 ft/hr	50 ft/hr	11 ft/hr	10 ft/hr	---	---
Holby 1&2						108 gal/hr	---

Baccigaluppi (Rueger) cabin line frozen where joins main at street. It needs to be freed, next summer the connecting service line needs to be dropped.

WM will bring up electrician to try to determine why the Summit auto valve id not shutting when there is significant water loss.

Mr. Benton brought up recent broken water lines at cabins. The WM has determined that 2 recent breaks were due to improper winterization of exterior hose bibs. In 2007, the board passed a resolution that the PCSD will bill property owners if broken water lines are determined to be due to owner negligence in winterization procedures. The treasurer will prepare bills for both cabin owners for the minimum charge of \$75.00 each for recent water loss events.

Reminder to all cabin owners – please, drain your cabin and shut off your incoming water service. The secretary will send a winter reminder letter, and post to the PCSD website.

Staff Reports:

Secretary

Due to issues with the hosting sight, the Agenda was posted to website on Monday Jan 11, @ approximately 9:20 am. The agenda packet was posted that night.

Proposed revisions to Ord 99-W were posted to the website at 8:27 am today.

Have been in email and phone contact with attorney Matt Pierce regarding Ord updates.

Emailed agenda docs to Paul Cohen

Emailed nitrate sample results to Bryan Potter at State Water Board

Spoke with Chad Fischer at State Water Board regarding answer to questionnaire...if drought continues in this severity, do we feel we can continue to supply water service.

We have FREE online ethics training from CSDA for renewing our membership. The links were fwd to Mr. Cohen.

Filled out and returned a requested update for Emergency Notification Plan (ENP) to state water board, and completed one time water conservation report for small water systems.

CSDA has written an article about a new law that requires public agencies to catalog our information systems and make available to the public (by 7/1/2016) – this will need to be reviewed with counsel in order to comply properly.

General Manager

Mr. Griesbach reviewed the state mandate that all employees receive sexual harassment training. Training materials were distributed to all employees.

All employees were sent accident prevention and safety training materials. The OSHA file has been updated and given to the secretary to file in the secured file cabinet.

GM attended an EPA sponsored drought workshop. USDA rep Lisa Butler was in

attendance. She said she will be coming up to PCSD to do an inspection this summer.

GM will complete managerial sexual harassment training soon.

Financial Coordinator

Nothing to add to treasurer report.

Treasurer's Report:

There have been issues with SCE's accounting on PCSD accounts. The treasurer is working on getting that straightened out.

Treasurer has spoken with Diane at county payroll about new, sick leave requirements. There is nothing to do on our end since all payroll is processed by the county, they will have to figure out how to note accrued sick leave time on the pay stubs. She will provide us documentation.

PCSD expenditures look good; we are where we should be on our budgets to date.

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

Treasurer attended Gov 101 workshop given by Tulare County Counsel. She learned more about the Brown Act requirements.

Water Coordinator's Report

WC mentioned he is concerned about the number of dead trees, especially if there are any that can cause damage to PCSD property. Edison will take down any that pose a hazard to power lines/pole

Snow Coordinator/Monitor:

SC wants the treasurer to keep track of snow removal invoices. He is concerned the county has been billing us incorrectly for snow removal on the Divide highway.

He reports 15 storms to date for a total of 78 inches of snow. There is a series of storms forecast.

PPOA Liaison - none

Forest Service Liaison

Nothing to report

Director's Comments:

Mr. Moroney announced his cabin is for sale. Once his cabin is sold, he will be resigning from the PCSD board.

Ongoing items

- PCSD building maintenance
 1. Paint exterior of building – set to completed when weather permits
- Update water ordinance 99W - the secretary presented recommendations prepared by the attorney for the directors to review (a pdf file is available on the PCSD website <http://ponderosacsd.com/documents/ProposedrevisionstoOrd.99-Wredline.pdf>).

