

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

February 11, 2016

Present:

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

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

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

Absent staff: T. Griesbach

Guest: B. Arnold

The meeting was called to order at 12:35 pm followed by the flag salute. Mr. Doty welcomed our guest and noted that Mr. Cohen was not able to be in Ponderosa for the meeting, however would be participating via telephone

President comments

Communications

Received

From Dennis Hylton – annual request to contract with the PCSD to perform financial audit. It was moved, seconded and passed to accept the new contract amount with Dennis Hylton CPA.

Comments from the Public – none

Acceptance of Minutes from previous January 14, 2016 meeting.

Having been reviewed; a motion was made to accept the minutes as written. The motion was seconded and carried unanimously.

Water Manager Report

The January regular monthly bacteria test returned absent.

Water usage for January – was higher due holidays and to sustained break on Sequoia

Current year

Last year

590,940 gallons/month

562,290 gallons/month

19,062 gallons/day average

16,977 gallons/day average

Transferred from Holby

187,300 gallons

Fawn

260,400 gallons

Lake

143,240 gallons

Tested well depths – depth to water

	May 18	June 11	July 26	Aug	Sept	Oct	Nov	Dec	Jan
Holby 1	3 ft	7 ft	6 ft	10 ft	---	---	---	12 ft	not
Holby 2	1.5 ft	4 ft	7 ft	8 ft	---	---	---	8 ft	measured
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/Jan
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 water supplied from nearby fire hydrant

The valve at Summit was reset - twice.

The leak on Sequoia was repaired by capping the end of the street. The cap blew off and the line had to be repaired again. The damage is caused by a tree root; it needs to be fixed when the weather is better.

Matt Goldsmith is willing to learn the system in order to serve as a back-up person to the water manager. WM will work on a procedure manual.

Issue – when the power is out, the Summit generator comes on automatically. If there is no one in residence in the Summit loop cabins there is no need for the generator to run. The generator has been reset to manual. The Summit cabin owners need to be notified that in the event of a power failure, they need to contact the water manager or a board member to go turn on the generator.

Staff Reports:

Secretary

Agenda posted to website at 6:43 am PST.

Composed winter letter to cabin owners – provided copies of Parking restrictions to rental cabins

Composed letter to Ms. Hawkins/Mr. Patton

Communication with attorney

Email communication with Jason Autry at State Water Board

Remind directors to complete Conflict of Interest, Form 700 – form provided and completed by board members at this meeting.

General Manager

GM was unable to attend this meeting. He provided a report verbally to Mr. Doty.

GM has completed the sexual harassment training for managerial staff, and will provide a certificate for the records. He will also provide a certificate for his attendance at the recent EPA workshop.

FEMA monies have still not been received; he will contact the agencies to find when we may expect it.

Financial Coordinator

Nothing to add to treasurer report.

Treasurer’s Report:

Currently at about 45% of annual budget

Snow removal is at 33%; however we have not yet received a bill for the last storm.

\$31,000 to date, when snowfall total reaches 13 ft (cumulative), hourly rates go down. Current snowfall total is 10 feet.

The electric bill for tanks was \$800 – but there have been issues with SCE billing. Jack Griggs only filled one propane tank this year.

Need to check the step status of treasurer's salary and add to next agenda if required.

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

Water Coordinator's Report

There was a snow storm that dropped 28 inches of snow when the water leak occurred on Sequoia. The WM is walking into Holby, on snowshoes, to transfer water to Summit tank. We need some form of communication – phones/ walkie-talkie...to insure safety and reduce inefficient use of time and effort when looking for leaks, etc.

Ms. Landers reported that there was positive feedback from other mountain water system managers about getting together with PCSD. A meeting will be planned for late spring, when weather is better.

We have 2 water priorities right now.

1. Connect pumps at Summit
2. auto transfer system

Snow Coordinator/Monitor:

We have has more snow. Totals to date: 103 inches of snow, with some rain. 15 inches of water content.

Road conditions within the subdivision are generally good, although there is some ice. Dolmovic is cleaning regularly.

PPOA Liaison - none

Forest Service Liaison

Nothing to report

Director's Comments:

Mr. Benton – we need to address unauthorized parking on PCSD property – blocking the door to the fire truck...post no parking signs.

As Mr. Cohen was unable to remain connected to the meeting via telephone, he expressed his support of the suggested changes to Ord 99W before disconnecting.

P. Cohen disconnected @ 1:55 pm

Ongoing items

- PCSD building maintenance
 1. Paint exterior of building – set to completed when weather permits
- Status of update to the current water ordinance 99W – a draft copy with changes to Ord 99W was provided by the PCSD attorney. The board has reviewed the proposed draft copy. The secretary recommended additional changes to the draft.

A typographical error...draft Section 2.40.010 Eligibility for tier rate service was incorrectly numbered in the draft. It should read 2.40.020 Eligibility for tiered rate service.

Remove the word “semi” from draft 2.40.030 Service assessment period. The District shall submit assessments to County of Tulare on a **semi**annual basis in accordance with the rate

schedule adopted by resolution of the Board of Directors. *(The PCSD only submits direct charge assessments to the county annually)*

Change a portion of draft 2.40.040 Payment of Service Assessments to read as follows...Service Assessments shall be due and collectable by the County of Tulare through the property tax bill. *(The PCSD does not consider fees for services to be property taxes; they are collected through the property tax bill)*

Change a portion of draft 2.40.080 Delinquency Date to read as follows...Water assessments are considered delinquent when property tax bills are unpaid. A notice shall be sent to the property owner advising that the service will be discontinued or a late payment charge assessed in the amount of one and one half percent of the delinquent amount if payment is not received within thirty (30) days of receipt of the notice. *(The PCSD does not consider fees for service to be property taxes; however these fees are delinquent when tax bills are unpaid).*

- Once determined, the changes will be adopted by Resolution as allowed by Ordinance 99-W. Each director has reviewed the draft copy. There was a brief discussion while the secretary explained her recommendation for additional changes to the draft. There were no further questions or calls for clarification. It was moved by D. Doty to accept Resolution 2016-125-W the Revision and Restatement of Ordinance 99W. It was seconded by C. Marchaunt. The motion carried by the following roll call vote.
 - D. Doty aye
 - C. Marchaunt aye
 - W. Benton aye
 - M. Moroney aye

New Business

- Review, discussion and possible adoption of proposed policies regarding water and snow removal service charges.
 These policies do not propose any changes to the current unwritten policies related to how water and snow removal charges are applied or billed.
 The policies S-101 Charges for Snow Removal Service, and W-101 Charges for Water Service, were reviewed. Following a brief discussion D. Doty made a motion to accept the policies as written. The motion was seconded and carried unanimously, with one director (P. Cohen) absent.

Adjournment 2:25 pm

The date for the next regular Board meeting is scheduled for **Thursday March 10, 2016** at 12:30 p.m. in the District Building.

Minutes prepared by Jennifer Robertson/Board Secretary