

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

September 8, 2016

Present:

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

Absent director: P. Cohen

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

Absent staff: D. Robertson

Guest: Kirk Klemcke

The meeting was called to order at 12:35 pm followed by the flag salute. Mr. Doty welcomed our guest.

President comments

Mr. Doty and Mr. Benton will be changing board member organizational duties. Mr. Benton will now be the snow coordinator and Mr. Doty will now be the water coordinator.

The Mountain Water System Mixer was a great idea. The mixer went well, and seemed to be appreciated by most attendees.

Comments from the Public

No comment

Acceptance of Minutes from August 11, 2016 regular meeting.

Having been reviewed it was noted the draft minutes had the wrong meeting date of June 21 instead of August 11, the date will be changed on the accepted version before being posted to the web site. It was moved, seconded and passed unanimously to accept the minutes as corrected.

Water Manager Report

Our water test samples will continue be collected by licensed water operator Klemcke from Camp Nelson until Mr. Robertson can return work for PCSD.

Mr. Robertson did speak to Jason at the State Water Board, and scheduled a cross control survey for Ponderosa as required by the state. He will continue to work on completing an operations template form and has provided the procedure for annual hydrant flushing and street valve cycling with maps.

Mr. Doty raised the issue of paying Mr. Klemcke to take water samples and paying Jim Parminter to act as temporary water manager. There was general discussion about the WM salary and water budget. A motion was made by Mr. Doty, to lay-off Mr. Robertson until such time as he is able to resume the duties of Water Manager, in addition, Mr. Parminter will be paid the water manger's regular monthly salary rather than hourly contract labor while he performs the WM duties. The motion was seconded, after a brief discussion, the motion carried unanimously.

The August sample returned present for total coliform. Repeat samples were collected and returned absent. A 5 sample routine test is required for September.

Lead/Copper samples will be collected this month.

Water usage data from July 1 to August 8, 2016. 2015 usage data unavailable

Lake	31,207 gallons
Fawn	6,854 gallons
Transfer from Holby	<u>66,900 gallons</u>
Total usage	104,961 gallons

The cross control survey was completed and back flow prevention valve was given a verbal ok. The written report will be submitted to the state water board by the tester.

Communications

Received

Email from local chapter of CSDA – they are hosting a government class with local area LAFCO on Sept 26, but no other information was given

Email from HHSA – want us to send updated Haz Mat plan to a county website – this was fwd to General Manager

Staff Reports:

Secretary

General Manager

GM will take care of Hazardous Material plan update.

Ordered stickers for propane tanks

GM will attend funding meeting in Fresno

New safety training will be sent soon to employees

Financial Coordinator

Nothing to add to treasurer report.

Treasurer's Report:

The County issue with the budget is now fixed. J. Parminter will be added to payroll, he needs to complete employment forms.

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

Water Coordinator's Report

This will be the last report from Mr. Benton as the water coordinator.

Mr. Parminter needs to complete electrical, install diverters, install lights and install drain pipe for the water heater in the district building.

- Would like to see about installing a pressure reducing valve on the main line, near J. Parminter's.
- Look at putting timers on well pumps
- Wes Pabst wants a record of his meter readings
- PPOA – Rich Thomas mentioned a memorial bench for Barbara Dolmovic

Snow Coordinator/Monitor:

SC- received one bid for hydrant snow removal, expecting at least one more. Item needs to be on next agenda to contract can be awarded.

PPOA Liaison

Forest Service Liaison - Nothing to report

Director's Comments:

CM – likes the roofing jobs on the well sites. Can we look at patching the old stove pipe hole in the district meeting room ceiling, and finish installing base board in the bathroom?

Unfinished Business

Ongoing items

Holby Well remote controls – waiting on D. Elliot

Well houses – done for the year, paint next year

The Holby well generator needs a heat blanket/block heater

Insulate meters

Fill propane tanks

Cycle and insulate street valves

Hydrants flushed/snow marker poles checked and repaired/replaced as needed

New Business

The next regular meeting will be Thursday October 13, 2016 at 12:30 in the district building.
Adjournment at 2:30 pm

Minutes prepared by Jennifer Robertson/Board Secretary