

# *Ponderosa Community Services District*

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

July 13, 2017

Present:

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

Via telephone: P. Cohen

Absent director: M. Moroney

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

Contracted temporary staff: Kirk Klemcke

Guest: B. Arnold, R. Cope, M. Cope, R. Thomas, T. Lane

The meeting was called to order at 12:31, followed by the flag salute. Mr. Doty welcomed our guests.

## **Comments from the Public**

Rich Thomas brought a written proposal on behalf of the Ponderosa Property Owner's Assoc. The PPOA is requesting an agenda item for the board to consider allowing the placement of a memorial bench and shelter on PCSD property. The PPOA proposes supplying all materials for a bench and 3-sided shelter with PPOA volunteers supplying the labor which will be supervised by contractor, Will LeGette. The PPOA intends to begin this as a memorial for the late Barbara Dolmovic, but envisions future memorials for other community members being added.

There was a question about the fire truck insurance – who insures it? Answer - Not the PCSD.

## **President's comments:**

Mr. Doty directed the secretary to place the PPOA proposal to construct a memorial bench on the August agenda for review, discussion and official approval.

## **Acceptance of Minutes from June 8, 2017 regular meeting.**

Having been reviewed, it was moved, seconded and passed unanimously by those directors present to accept the minutes of the June 8, 2017 meeting as presented.

## **Water Manager Report –**

June routine sample returned absent for total coliform.

Jason from state water board finally returned Mr. Klemcke's call about required tests. Some of the tests listed as due were done the previous year, but results not transmitted to state by the lab. The lab will transmit those results; remaining tests will get collected.

## **Communications**

Received

- Another Public Records request for Employee Compensation report

## **Staff Reports:**

**Secretary:**

CCR – done

Data input of meter readings mostly completed, need a few more meter readings.

**General Manager**

State water control board called asking about a fire near Ponderosa, wanted to know if our system had sustained any damage.

Mr. Griesbach needs to review the sexual harassment policy with employees.

As of July 1, there is a new requirement to implement a policy on domestic violence/stalking. Now that the state is in a new fiscal year – Mr. Griesbach will check to see if there is any new grant funding available.

**Financial Coordinator - absent****Treasurer's Report:**

We are in a new fiscal year – review of monthly summary report (county did not have current payroll information available) and presentation of invoices to be paid by resolution through 735.

The following invoices for the installation of a new pump, the installation of a new water meter, the purchase of water line materials, and the installation of main water lines were reviewed. These costs are for capital improvements to the water system. The treasurer requests a resolution to pay them through the 735 capital improvement fund.

Doug Elliot	\$3168.57	inv# 11217
David Robertson	\$ 350.00	labor installation of 1 water meter
Crouzet Irrigation	\$1966.72	inv#s 137463, 137466, 137561, 137936, 137945
HD Supply	\$1451.39	inv# H411358
Toro Lane	\$1260.00	6/23-7/5, 6/25-6/27, 7/4-7/5 Labor installation of main water lines

It was moved by D. Doty and seconded to pay the above invoices through the 735 capital improvement fund. After a brief discussion to determine if each invoice was for material or labor related to capital improvement, the motion carried by the following roll call vote.

P. Cohen – aye, W. Benton – aye, C. Marchant – aye, D. Doty – aye, M. Moroney – absent.

The treasurer suggested that, in 2018 and forward, the June meeting be scheduled the last Thursday in June so the proposed budget will more accurately reflect the actual cash-on-hand, making the total figures more accurate.

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

**Water Coordinator's Report**

There have been 10-12 leaks recently. 60 feet of broken main line has been replaced on Aspen. We have no more asphalt to repair the roads, it has been ordered. We have also ordered more 4 inch and 6 inch water line to have on-hand for future repairs.

The Summit tank shut-off valve has saved the tank from running dry 4 times during these recent breaks. Once a break was isolated, the remainder of the system regained pressure, so most cabins water service was not disrupted.

It was suggested that a copper wire be buried on top of the new water line so that it can be located with a metal detector when necessary.

**Snow Coordinator/Monitor:**

Nothing to report

**PPOA Liaison** – nothing to report

**Forest Service Liaison** – Mr. Doty spoke to Skaggs about scheduling a community meeting regarding recent fire near Ponderosa. The regular fire person is not available at the moment. Mr. Doty wants an opportunity for the community to ask questions/register complaints.

**Director's Comments:**

PC- requested that the community meeting with the Forest Service be scheduled after August 1 so he can attend.

**Unfinished Business**

Ongoing items

Add possible June meeting date change to ongoing items list

- Well houses - will be completed in the Spring/Summer as weather and budget permit
- Policies/procedures/task lists as proposed to be reviewed, discussed and accepted by the board.
- Ponderosa subdivision road repairs

**New Business**

The next regular meeting will be Thursday August 10, 2017 at 12:30 pm in the district building.

Adjournment at 2:10 pm

Minutes prepared by Jennifer Robertson/Board Secretary