

# *Ponderosa Community Services District*

*RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL*

Minutes of meeting

February 8, 2018

Present:

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

Via telephone: P. Cohen

Staff: J. Robertson, J. Landers, J. Parminter, K. Klemcke, T. Griesbach

Absent staff: J. Parminter

Guest: B. Arnold, R. Cope, Dennis Townsend

The meeting was called to order at 12:30, followed by the flag salute.

## **Comments from the Public**

Dennis Townsend, architect, is running for 5<sup>th</sup> district supervisor in the June 2018 election. The only other candidate at this time is Virginia Gurolla. Mr. Townsend gave a brief biography and explained how he reached the decision to run for county office.

Mr. Townsend lives in Springville and has been active with groups such as Lions Club, Rotary and Chamber of Commerce. Mr. Townsend was approached by current Supervisor Ennis to be an at-large member of another board that reviews county transportation issues and the county's long range plan and reports to the Board of Supervisors.

He feels the 5<sup>th</sup> district is unique since it has the largest area and many small, fairly remote communities. He wants to represent the needs of those communities and give them a voice at the county level. He is trying to visit all such communities in the 5<sup>th</sup> district in order to understand their individual needs and concerns.

The board shared that the Ponderosa community's primary concerns are our community road surfaces, the cost of snow removal, and improving our water system. Mr. Townsend said he would do his best to keep such local community issues in front of the Board of Supervisor and suggested that, if he is elected, the PCSD send him an annual letter to remind him of our needs and desires for county assistance.

Mr. Doty thanked Mr. Townsend for his time and for his attendance at our meeting.

## **President's comments:**

### **Minutes from November 9, 2017 regular meeting.**

It was moved by D. Doty to accept the January 11, 2018 regular meeting minutes as written. The motion was seconded and passed unanimously.

## **Water Manager**

Routine water sample, submitted by K. Klemcke, passed.

TCP test also completed.

January usage data not currently available

Elliot went to Holby site to investigate Holby 1 pumping issues.

**Communications**

Received: request from property owner for disconnection of water service to bare lot. The board discussed the situation. They will allow disconnection at the property owner's expense, however, the property owners must sign a document stating they understand once the lot returns to unimproved status – they (or future) owners will be subject to pay the facility development fee and connection fee before water service is reestablished.

Email re: possible water rate increase from R. Moore and C. Caratan supporting the board in seeking a water fee increase if reasonable and justifiable.

Phone call: Ms. Landers spoke with D. Sin regarding water fee increase

**Staff Reports:****Secretary:**

Agenda and packet posted to the website on Sunday night approx 9:30 pm.

SAM updated

Water 218 letter information mailed by Ms. Landers

Replied to email from Moore, Patton,

Removed Hamilton from mailing list, update address for Hoffman

Information for directors: CPI – cost of living increased 2.1%

Beginning on Jan. 1, 2018, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be:

- 54.5 cents for every mile of business travel driven  
(We currently reimburse 54 cents/mile)

April 15, 2018 will be Ms. Landers 3<sup>rd</sup> full year of employment from the end of probationary period, her salary will increase to \$831/mnth.

Last salary negotiations were in 2013, with new salaries going into effect on July 1, 2013

**General Manager**

Mr. Griesbach attended the county counsel workshop.

He has mandated OSHA injury report paperwork to post.

He has not found any new grant opportunities.

Employee evaluations will be coming soon.

**Financial Coordinator**

Nothing to add to treasurer's report

**Treasurer's Report:**

The main expenses for this month were paying the auditor and paying annual membership fees. Ms. Lander's is working with Jack Griggs to get invoices acceptable for the county bookkeeping.

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

**Water Coordinator's Report**

Toro has transferred water to Holby.

K. Klemcke reported that the Lake well was running when he checked for meter readings and the transfer tank was half full.

There have been no recent leaks.

**Snow Coordinator/Monitor:**

4 storms have produced 8 inches of snow.

**PPOA Liaison** – Snow Fest will be Feb 17 or 18, probably without snow.

**Forest Service** - nothing

**Director's Comments:** none

**Unfinished Business**

Ongoing items

- Well houses
  - Review of proposed policies/procedures/task lists
  - Finish interior of PCSD building
  - Possible meeting date change for June – related to annual budget approval
- Proposed 218 hearings – the board will continue discussion about holding Prop 218 hearings for water and snow removal rate increases. These increases would not go into effect until the fiscal year 2018-2019.

Discussion of water rate increases: Mr. Doty proposed increasing the rates by \$200.00, with additional increases for the following 4 years. There was back and forth discussion about whether this amount could be justified and what amount of increase for the following years. The board discussed the fact that the Holby tanks still need replacing. There had not been enough funds in the improvement project grant/loan to accomplish this. The board has committed to installing 10 new water meters each fiscal year. There are at least 50 more connections that need meters. Each meter currently costs \$350 for installation. That amounts to \$3500 per fiscal year that comes out of the 735 Capital Improvement fund. There is no new revenue for this fund. This fund receives revenue from facility development fees collected when someone applies for new water services. With the exception of one service in 2017, there have been no new water service connections since 2010. Beginning in 2014, each fiscal year \$12,000 is transferred into 735 reserves from the general fund. For the last 3 fiscal years, those monies have been completely spent on capital expenditures such as water meters, well site improvements, and recently main line replacement. The transite water pipes have a 50 year life-span and that 50 year mark has been reached, especially in the original tract of the subdivision. It was suggested that as the old line is replaced, new line be laid to the side of the roadway in order to avoid having to dig up and replace asphalt every time there is a main line issue. This would also reduce the cost of future repairs.

It was finally determined to propose an initial increase of \$200.00 per year to the current water rates with an additional 5% increase each year for the following 4 fiscal years. A cumulative 25% of each increase will be designated as new revenue for the 735 Capital Improvement fund.

The following amounts are estimations; actual calculations will be finalized and included with the hearing notice to property owners.

Current rates 767.00/annual, add 200 for a total of 976.00 for fiscal year 2018-2019. Add 48 for fiscal year 2019-2020, 52 for fiscal year 2020-2021, 54 for fiscal year 2021-2022, and 56 for fiscal year 2022-2023. By fiscal year 2022-23 the annual flat/base rate will be approximately \$1177 (98/month).

It was moved by D. Doty and seconded by P. Cohen for the board to hold a public hearing on Saturday April 15 at the district building. The subject of this hearing will be a proposed increase on the current flat/base tier water fees for service as discussed.

The motion carried by the following roll call vote.

Mr. Moroney – aye

Mr. Benton – aye

Mr. Cohen – aye

Ms. Marchaunt – aye

Mr. Doty – aye

Further details of the hearing include: 3 minutes per speaker, one vote per property, Email communications not accepted as a vote. Request attorney to be present and see if we can get Bill Roberts to attend as well.

The May regular meeting is tentatively set for the third Thursday May 17, 2018.

### **New Business**

The next regular meeting will be on March 8, 2018 at 12:30 pm in the district building.

Adjournment 3:00 pm

Minutes prepared by Jennifer Robertson/Board Secretary