

**NOT YET APPROVED**

# *Ponderosa Community Services District*

*RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL*

Minutes of meeting

December 9, 2021

Present:

Directors: B. Benton, (via zoom) J. Cavagnaro, S. Alexander

Staff: T. Griesbach, R. Cope

(via zoom) J. Landers, J. Robertson, K. Klemcke

Guest: None

The meeting was called to order at 12:42 by Ms. Benton, followed by the flag salute.

## **President comments**

Ms. Benton thanked all those attending in person and via zoom for coming. It is snowing!! She had no other opening comments.

## **Comments from the Public**

None

## **Minutes from November 18, 2021 regular meeting and carried forward item of minutes from October 14 regular, October 24 special and October 31 special meetings.**

Having been reviewed, it was moved by B. Benton and seconded by J. Cavagnaro to accept the minutes of the October 14, 2021, regular meeting, the October 24, 2021 special meeting, the October 31, 2021 special meeting, and the November 18, 2021 regular meeting as presented. Hearing none opposed the motion carried.

## **Communications**

- ✓ Email from Leah Walton requesting application for appointment to the board. Reply was sent with attachment of the County Special District application form.
- ✓ Follow up email from Corso regarding water use at their cabin – requested information sent on 12/5.
- ✓ 12/2 received an email from Matt Goldsmith requesting:
  - minutes to all closed PCSD meetings for the last 12 months (10/01/2020-10/01/2021).
  - a copy of every invoice paid by the PCSD for the past 12 months (10/01/2020-10/01/2021).
  - a copy of every cleared or cancelled check from the PCSD bank account (10/01/2020-10/01/2021).
  - every internal PCSD communication (email, recounted verbal conversation, recounted phone calls) regarding my original letter concerning Mr. Dolmovic's drunk driving and all details concerning your investigation.
  - a copy of every transaction paid by board members and staff to Mr. Dolmovic or his companies (Aspen Real Estate or High Sierra Removal) dating back to 01/01/2017.

**This email has been forwarded to our attorney for review and advisement.**

- 12/4 received an email from Janet Gordon expressing an interest in serving on the PCSD board. Reply sent with applications attached.

## **Staff Reports**

### General Manager

Mr. Griesbach continues to be in contact with self-help. He has a copy of the estimate received for replacing 4.5 miles of PCSD water main lines.

Mr. Griesbach has a copy of the form he proposes using for approved contractors.

He clarified that the district does not need to pay contractors prevailing wages, it is the contractors that must pay

their employees prevailing wages.

During the past few weeks, he mediated issues for Mr. Cope and Ms. Landers.

#### Secretary

Prepare documents for meeting

Update website with meeting information

Receive and respond to email, phone calls from staff and directors

Consult with attorney regarding Goldsmith records request

#### **Water System Report**

Water Manager

Mr. Cope reported that current water usage numbers are more in-line with actual use.

From 11/12 to 12/8

Lake pumped	106,260 gallons	
Fawn pumped	167,300 gallons	
Holby 2 pumped	136,158 gallons	
Transferred to Summit	131,300 gallon	
Total usage for system		284,718 gallons = 10,950 gal/day

Wait until spring for carport doors and gate for Holby Bridge

No leaks!

The storeroom is secured.

Contracted Water Operator

Monthly BacT sample was clear.

Mr. Klemcke saw Mr. Cope on Sunday, toured the system with him, everything is fine.

#### **Snow Removal Report**

Snow removal Manager

Mr. Cope reported that Ponderosa received 10 inches of snow from previous storms. All snow melted leaving no snowpack. There is now 6 inches of new snow.

The snow removal equipment is all serviced and ready to go.

The county has not been up yet to clear the Divide Hwy for the current storm. The state has cleared to North Road.

Mr. Cope will contact the county for an estimated time frame on clearing Divide Hwy.

Snow Coordinator – nothing to report

#### **Financial Report**

Treasurer – no prepared report for December meeting – November report not yet approved.

Due to illness, the treasurer was unable to prepare an official financial report for the December meeting.

Ms. Landers explained to board the grant for water tank project is a reimbursement grant. PCSD will need to work out of a specific account to pay invoices. Authorized invoices can be paid each month, and will likely take 6 weeks to process payments.

Mr. Alexander suggested we might work that out with vendors.

- Resolution(s) as needed to move money within current budget or pay invoices  
PCSD received revised invoice #4162 for \$30,962.42 from CJ Logan Pump & Electric, Inc. A resolution is needed to pay for this capital improvement from 735 fund.  
It was moved by B. Benton to accept resolution 2021-205-A directing the PCSD treasurer to submit a payment authorization to the County of Tulare for the above referenced invoice

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to be paid from fund 735 (capital improvement). The motion was seconded by J. Cavagnaro and passed unanimously.

### Financial Coordinator

Due to the brevity of the previous meeting, the acceptance of the November treasurer's report was overlooked. Ms. Benton moved to accept the November treasurer's report as presented at the Nov 18 regular meeting. The motion was seconded by J. Cavagnaro and passed unanimously.

### **Additional Reports**

- PPOA/PCSD Liaison – Ms. Benton reported the PPOA requested to use the PCSD building for the Christmas lights contest. The board has previously agreed to allow the PPOA use of the building. This particular meeting includes moderate decoration of the PCSD building.
- US Forest Service Liaison – nothing to report

### **Director Comments - none**

### **Unfinished Business**

Ongoing items: these items are carried forward until completed as weather allows.

- Gates or access barriers on Holby foot bridge, and access road to Holby well site
- Doors on PCSD building 'carport'

### **Status Update**

- Grant application to CA Department of Water Resources for Holby Tank Replacement Project Ms. Benton reported that the PCSD is awarded a grant, but will not be assigned a project manager until January 2022. Ms. Benton has been designated as the primary contact and will sign any needed paperwork as it becomes available, then as soon as reasonably possible report grant status to the board.
- RCAC loan application for Holby Tank Replacement - this item is on hold and will be removed from the agenda until such time as the board determines.

### **New Business**

- Discussion and possible action to purchase equipment (mini backhoe). This item will be carried forward to the January agenda.
- An additional new business item regarding invoice(s) from Del White will be added to the January agenda.

Meeting adjourned at 1:31 pm.

The next regular meeting will be held Thursday January 13, 2022 at 12:30 pm in the district building, if possible a zoom link will be provided on the district website's home page.

Minutes prepared by Jennifer Robertson/PCSD board secretary