

NOT YET APPROVED

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of *SPECIAL* meeting

Saturday July 15, 2023

Present:

Directors: B. Benton, J. Gordon, C. Marchant (quorum at district building)

G. O'Neill (via zoom) from 1967 N. Edgemont St, Los Angeles, 90027, due to previous medical appointment

Staff: J. Robertson (via zoom)

Guest: none. The Zoom link was available to the public on the Ponderosa CSD website.

The meeting was called to order at 1:05 pm, followed by the flag salute.

Welcome ---- Guest Introductions ----- Flag Salute

Public Comments: None

This meeting has only two items of business:

1. Director vacancy – there is a vacancy on the PCSD board caused by the resignation of Mr. William Dolmovic. The board may choose to fill the vacancy by appointment on or before August 5, 2023.

Gordon moved, Benton seconded to use the appointment process to fill the board vacancy. The motion carried unanimously. A notice of vacancy will be posted on the PCSD website, and applications made available.

2. Hire of an employee to oversee district water system and snow removal operations, create maintenance schedules, create inventory management system, recruit, and train backup workforce.

After consultation with the PCSD attorney and upon recommendation of the general manager, the board will discuss and determine whether to hire Mr. William Dolmovic to fill this position.

Since the resignation of Mr. Cope, Mr. Dolmovic has been directing Tim Harness and Toro Lane in duties necessary to continue water system operations. While this arrangement has maintained water service, it is not ideal. As stated at the regular meeting on Thursday July 13, 2023, Mr. Dolmovic is offering his years of knowledge and experience to develop procedures and protocols for both the water system and snow removal operations. He intends to:

- Create organization and operations manuals
- Build and maintain parts/tools inventory for routine water system maintenance
- Build and maintain parts/tools inventory for routine snow equipment maintenance
- Develop routines for efficient snow removal based on snow quantities/qualities
- Develop electronic controls on water system
- Recruit and train a backup workforce
- Hold weekly or bi-weekly meetings with workers, develop task lists
- Track time and man hours to have a better understanding of what is needed
- Report monthly to board

Mr. Dolmovic indicated that Tim Harness and Toro Lane will continue to be an integral part of the water system and snow removal operations. Mr. Harness will be put on the payroll as a regular part-time employee. Mr. Lane will remain an independent contractor. Kirk Klemcke will continue to provide his services as a licensed water operator/licensed treatment operator.

Gordon moved to hire Bill Dolmovic, beginning Sunday July 16, 2023, to oversee the water system and snow removal operations, Benton seconded. After a brief discussion and per attorney advice, Dolmovic's compensation will be discussed at the next regular meeting but will be retroactive to the date of hire. The motion carried unanimously.

There are no other business items

The next regular meeting will be held August 10, 2023 at 12:30 pm in the district building a zoom link will be available on PCSD website home page, www.ponderosacsd.com.

Adjourn 1:24 pm

Minutes prepared by Jennifer Robertson/board secretary

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