

NOT YET APPROVED

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

August 10, 2023

Present:

Directors: G. O'Neill, B. Benton, C. Marchaunt, J. Gordon (via zoom)
Staff: J. Robertson, K. Klemcke, T. Harness, J. Landers (via zoom)
Absent staff: T. Griesbach, W. Dolmovic
Guests: B. Arnold, T. Stewart, Bill Benton

The meeting was called to order at 12:40 by Ms. O'Neill, followed by the flag salute.

Comments from the Public - none

Minutes from July 13, 2023, regular meeting, and July 15, 2023 Special meeting.

Having been reviewed, Marchaunt moved, and Benton seconded to accept both the July 13 regular, and July 15 special meeting minutes as presented. The motion carried unanimously.

Communications:

7/15 from Goldsmith request for an agenda item: "consider hiring a contractor for all PCSD water and snow removal operations."

7/15 from Goldsmith regarding notice for special meeting on July 15, 2023. *Special meetings require posting 24 hours prior to meeting time.*

7/15 from Goldsmith request for detailed map/schematic of the PCSD water system. *Request referred to General Manager and attorney for determination.*

7/18 from Ohnesorgen interest in applying for board vacancy

7/19 phone call from Cope interest in applying for board vacancy

7/24 McKelvey from Provost and Pritchard, needs more information for municipal services update

7/25 SAM (System Award Management) registration activated: *this is required annually for USDA loan*

7/25 notice: FEMA has extended the CA-17842 *Physical Damage Filing Deadline* from July 20, 2023, to September 1, 2023

Staff Reports

General Manager – Griesbach not present but communicated report to the secretary.

- In response to the inquiry from Goldsmith about hiring a contractor for the water system and snow removal duties, I recommend that we monitor current operations for a year before considering hiring a contractor.
- My recommendation to the board is to set Dolmovic's monthly compensation at \$2000.00/month. Which is the same compensation Mr. Cope was receiving when he left. Dolmovic's title is Operations Manager.
- The official insurance claim has been submitted on the plow truck (originally notified in March).
- Completed the federal labor report for July.
- Still working on a report for increasing facility development fee.

- Working with the treasurer and USDA for the rest of the information they need.

Secretary:

Update website

Respond to public record requests

Meeting documents

Contact attorney

Provided documents to treasurer for accountant

Finish direct charge file for county assessor

Created a list of meter problems, properties without meters, meter need read. sent to GM and Dolmovic

3 meters were still unable to be read

14 meters with problems, broken meter (7), marker, broken box

14 additional properties without meters (need to install 10 per year)

Response from attorney to PCSD doing road maintenance: The District would likely only have authority for that if the cleaning of the culverts somehow related to the water or snow removal service, AND if written permission was obtained from the County (who does have the jurisdiction). If there are issues with the culverts, I'd recommend that the County be approached first about doing the maintenance work.

Contracted Water Operator – K. Klemcke

There is a meter issue with one of the Holby wells. It needs to be replaced.

\$973.00 for a 2-inch meter. Might be able to get a loaner while the current one is being repaired.

Alternatively, buy and new one and have the current one repaired to have it as a backup.

Lead/Copper test returned 'no detection' at all sites. Request submitted to move to triennial testing instead of annual.

Nitrate test returned 'no detection.'

Water System Operations Report - Dolmovic not present

Snow Removal Operations Report – Dolmovic not present

Financial Report

The Financial report does not have current payroll information. It was not available from the county. In July, there was an invoice for \$1000 from Blair Electric, also paid director fees, propane, and workmen's comp.

USDA wants the audit report from 2020-2021. The accountant finally completed that report. She is now working on the 2021-2022 audit report.

The treasurer would like to pay for the Holby tank project out of 735. The account will be reimbursed when grant funds are received.

There are some monies set aside for new equipment in the Water budget, there is not much in Snow.

Gordon moved and Benton seconded to approve the July treasurer's report with the stipulation that year-to-date totals will change once the final figures come in from the county.

Additional Reports - none

- PPOA/PCSD Liaison
- US Forest Service Liaison

Status Update on Holby tank replacement project

- Soil compaction was completed yesterday, no report yet.
- The second tank should be delivered on Aug 25.
- T. Harness will do plumbing only
- Bates work will be about 9,000-10,000, already included in the bid.
- Crane is scheduled to meet tank on Aug 25
- No payment has been made on second tank yet
- Had to file and extension with RMA on the building permit. Requested to the end of the year.

Director Comments – none

Unfinished Business

Ongoing items: *These will be completed as weather allows.*

Gates or access barriers on Holby foot bridge

Access road to Holby well site – no action to report

The board decided to look into rebuilding and improving the Holby bridge – O’Neill volunteered to find estimates and report to board.

Business – carried forward from July 2023

- Request from O’Neill to consider switching internet providers: leave Viasat for Starlink
O’Neill reported that D. Sharp has a ViaSat dish the PCSD can borrow to try ViaSat before committing to a new provider. O’Neill will investigate finding someone to place the dish.

New Business

- Fill director vacancy by appointment

There is a vacancy on the PCSD board due to the resignation of Mr. Dolmovic. Notice of the vacancy is posted on the PCSD website and applications made available. The board will discuss any received applications and determine whether to make an appointment.

At this time only one application was received. Mr. Frank Ohnesorgen requested to be appointed to the board. It was moved to appoint Mr. Ohnesorgen to fill the current vacancy. Benton seconded the motion. There was a brief discussion, Mr. Ohnesorgen will fill this position until the next regular election in November 2024. The motion carried unanimously with 4 aye votes.

- Determination to fill possible upcoming vacancy by appointment

There may be a second vacancy on the Ponderosa. CSD board of directors if Mrs. Gordon resigns. Mrs. Gordon has determined to remain on the PCSD board at this time. There is no additional vacancy.

- Board reorganization – due to recent resignation and appointment

After a brief discussion it was decided to carry this item forward so Mr. Ohnesorgen could be present for the reorganization.

- Discussion and determination to clean culverts on Snowflake to prevent flooding this coming winter season. Presentation of a bid received from Goldsmith to complete this work.

No bid was received – therefore, no discussion. Additionally, T. Harness reported that county road workers did come up, contacted him, and he showed them all the potholes road repairs needed. If the county completes the road work, no contract will be required.

Adjourn – Hearing none opposed, the meeting adjourned at 2:15 pm.

The next regular meeting will be held September 14, 2023, at 12:30 pm in the district building, with zoom link available.

Minutes prepared by Jennifer Robertson/Board Secretary

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