

NOT YET APPROVED

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

February 10, 2024

Present:

Directors: G. O'Neill, B. Benton, F. Ohnesorgen, J. Gordon

Via Zoom: C. Marchaunt from 15474 de la Cruz, Rancho Murieta, CA 95683

Staff: W. Dolmovic, J. Robertson

Staff via zoom: K. Klemcke, J. Landers, T. Griesbach

Guests: B. Arnold

The meeting was called to order at 12:45 by O'Neill, followed by the flag salute. We apologize for the delayed start due to technical connection issues.

Note: Due to medical necessity, Director Marchaunt is participating remotely. Notification of remote participation was made after the agenda was posted.

Comments from the Public

None

Acceptance of Minutes Gordon moved, Benton seconded to accept the January 13, 2024, minutes as presented. The motion carried with none opposed.

Communications:

1/17 received from M. Goldsmith, request for insurance coverage on snow equipment, specifically drivers listed and cost to insure

1/22 received from state water board request to review drinking water service area boundary, update if necessary

1/29 received from state water board – drought report due by Jan 31 – reports now overdue

2/1 received from state water board – notice electronic Annual Report is now available – due by April 1, 2024

2/4 sent to M. Goldsmith requested insurance document

Staff Reports

General Manager – Griesbach

Received many calls about snow removal and water (leak).

Completed monthly Fed personnel report.

Researched comparable wages for Treasurer and Secretary positions, recommend increasing monthly pay to \$1250 each per month. Griesbach has job descriptions, will provide to directors.

Upon recommendation of the general manager, Gordon moved, Marchaunt seconded to increase the monthly pay for the treasurer and board secretary to \$1250 per month. The motion carried unanimously.

Griesbach called the insurance company, asked them to reissue claim reimbursement check and stop payment on the missing check. The new check was put into the mail on Monday.

Need new employee workplace posters – suggest treasurer attend online CSDA payroll workshop

Regarding invoices from Del White for skid steer use. The first invoice is all of 2023, the second invoice if for the beginning of 2024. Going forward he will bill monthly,

Secretary:

Update website

Meeting documents

Answer email record request

Registered directors and self or RCAC workshop on lead copper rule

Attended workshop

Prepared cover page of form 700 for each director

CSDA information - Training opportunity

Webinar: The Do's and Don'ts of Payroll, Taxes, and CalPERS

Tuesday, April 30, 2024, 10:00 a.m. – 12:00 p.m., Free CSDA Member | \$110 Non-member

Legislative update

By *Ryan Quadrel, Esq., SBEMP Attorneys*

During its 2023 session, the California State Legislature turned its focus away from the pandemic and back to regulating the workplace. Here is a run-down of five key labor bills that will take effect on January 1, 2024, and their implications on public agency employers. In summary:

- Temporary employees must be included in the same bargaining unit as permanent employees
- Public agencies can be jointly liable for unpaid wages resulting from a contract with property services or long-term care industries
- **Employers must adopt a workplace violence prevention plan and maintain a violent incident log**
- Paid sick leave entitlement is expanded to five days or 40 hours
- Rebuttable presumption of retaliation is established for adverse employment action against whistleblower within 90 days of protected activity

[Senate Bill 553 \(Cortese\)](#): Employers must adopt a workplace violence prevention plan and maintain a violent incident log. This bill requires all employers to adopt a comprehensive prevention plan with specific requirements for the procedures that employees should follow to prevent, avoid, respond to, and report incidents of workplace violence. SB 553 applies to most public agencies, but it does not apply to health care facilities, corrections facilities, or law enforcement agencies classified as a department or participating departments.

Contracted water operator – Klemcke

Discussion of new requirements of Lead/Copper Rule (LCR)

Monthly BacT test was fine. Klemcke met with Dolmovic and others regarding leak. Brought leak detector. Found leak at a hydrant. Flushed hydrant with supply valve, the leak seems to have stopped. The hydrant is currently turned off, it can be turned on in case of emergency. It is estimated the loss was 50,000-60,000/day from all leaks. The drain plug may be damaged, or there are a few other things that could explain the issue. It will be inspected once the weather permits. No other tests due until spring.

- Initial service line inventory (including connectors), due by Oct 16, 2024

Most directors and the secretary attended the online workshop hosted by RCAC.

Classifications for service lines: *Non-lead service line (NLS), galvanized requiring replacement (GRR), lead service line LSL), lead status unknown (LSU).*

Classifications for connectors: *Lead, never lead, replaced lead, unknown, no connector present.*

- Discuss and determine action plan – There is a recording template available. The secretary will download and provide copies.
 - Use records to document construction date after 1985, no visual inspection required – records can be obtained from the County building department, ie. building permits. Owners may provide blueprints/building plans, repair, or remodel records. Building

- contractors can provide records.
- Methods of physical and visual inspection. Visually inspect connecting pipes at meter, and at entrance to residence.
- Lead service line replacement plan (required if one or more LSL, GRR, or LSU)

Water Operations report

There was a water issue causing 30,000-gallon loss overnight. While searching for source of loss, 4 properties had no water, the rest of the system experienced low pressure. The leak was found on Jan. 28. The street valve was turned off, 2 properties were provided temporary connections. 35 feet of new water line was installed, but water was still being lost until hydrant leak was found and turned off. All water services restored.

Snow removal Operations report

9 feet for season total to date, current snowpack 3-4 feet.

Only 2 drivers during the last storm due to communication and medical issues.

The turbo went out in the plow truck. GM authorized use of High Sierra Snow Removal plow truck.

MT5 auger was rebuilt after sustaining damage.

MT5 blew alternator – Dolmovic will install replacement

Harness will take the plow truck to Porterville for repair of turbo.

Regarding fire hydrant removal, Ohnesorgen contacted Dana Stewart. Stewart agreed to monitor snowfall and work with Ohnesorgen and Toro.

Dolmovic submitted 2 invoices related to snow removal.

High Sierra Snow Removal – 11.75 hours plowing @ \$175.00/hour.

Personal invoice – 5 days shop use \$175.00, welder \$100.00, materials \$15.00,

Total for both invoices - \$2521.25

Invoice from Toro's Tree Service for tractor work on leak - \$1155.00.

Treasurer – Landers not present to report

Gordon reviewed the figures. The year-to-date figures are ok, there are a few things off in the month to month, but no major red flags. Gordon said the treasurer is doing a good job. Gordon will call the treasurer to ask about an 83,000 discrepancy in water.

Additional Reports

PPOA Liaison

US Forest Service Liaison

Status Update – Holby Tank replacement project (grant)

Benton is working on the final report for reimbursement. The paperwork is due by the end of March.

The new sensors cost almost \$10,000, but the increased cost was offset by the savings in civil engineering costs.

Director Comments

Review - Board team building training in December with Rich Thomas

- Communications from board to secretary should go through president first. The idea was to streamline communication with the secretary, especially regarding the agenda. There was push back on this. It was agreed that directors could email secretary directly with cc to president.
 - Secretary will text president before finalizing agenda
 - Need to obtain a timer – request for it to be pink
- The idea of the timer is to avoid overtalking a speaker. Each speaker has a specific amount of

time, with no interruptions.

- O'Neill will send notes from team building meeting to secretary
- Goals were set, each project assigned to primary person with support from another
 1. Improve meetings O'Neill with Benton
 2. Improve communication Benton with O'Neill
 3. Clarify Roles and Responsibilities O'Neill with Griesbach
 4. Improve water system and operations Griesbach with O'Neill
 5. Improve snow removal Griesbach with Marchaunt

It was suggested the board meet an hour prior to regular meetings to review progress on goals. There are Brown Act issues with this idea. It would still need to be a noticed meeting, minutes recorded and open to the public.

There was a question about creating a social media presence. The secretary will investigate options. This item will be on the next agenda.

Business items:

Ongoing items: *These will be completed as weather and time allow.*

- Gates or access *barriers* on Holby foot bridge, and access road to Holby well site – on hold until Spring.
- Status of upgrade for current radio/walkie talkie communication equipment – *Dolmovic*
- Look for funding opportunities for new building to house district equipment and workshop
- Inspection of Summit tank

Old Business – continue to carry forward

- Status on purchase of Starlink equipment and installation- *O'Neill*
- Status of security cameras for PCSD building and well sites – *O'Neill and Dolmovic*
- Discussion of Snow Removal rates

Are current rates meeting costs to provide services

Rate increases must go through Proposition 218 public hearing – timeline and voting requirements'

Justification requirement for rate of increase

Determination about whether to move forward with the rate increase process, determine when new rates would be in effect.

New Business

None

The next regular meeting is scheduled for Saturday March 9, 2024, at 12:30 pm in the district building.

Adjournment

O'Neill moved to adjourn, Benton seconded, hearing none opposed, the meeting adjourned at 2:55 pm.

Minutes prepared by Jennifer Robertson/Board Secretary