

NOT YET APPROVED

Ponderosa Community Services District

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

Minutes of meeting

March 9, 2024

Present:

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

Staff: W. Dolmovic, J. Robertson, T. Harness

Staff via zoom: J. Landers

Guests: D. Stewart

The meeting was called to order at 12:35 by O'Neill, followed by the flag salute.

Comments from the Public

None

Acceptance of Minutes Benton moved, Gordon seconded to accept the February 10, 2024, minutes as presented. The motion carried with none opposed.

Communications:

Received email from state water board for reports due: electronic annual report April 1, 2024, monthly drought reports due April 30, 2024, and lead line inventory due October 16, 2024

Staff Reports

Contracted water operator – Klemcke, not present to report

General Manager – Griesbach, not present, O'Neill reported that:

Worked on calls received about snow removal on cul-de-sacs,

Re: snowplow parked on private land is allowed for maintenance/repair work,

PCSD is plowing county section of Divide Hwy in order to access Holby well site,

County has not responded to requests for building records related to lead service line inventory,

Request secretary to provide all director email addresses to GM so he can send job descriptions,

He will purchase floor mats for the snowplow truck,

Secretary:

Update website

Prepare meeting documents

Maintain email

Need form 700 from remaining directors: O'Neill, Marchaunt

Research social media options – prepared information for board review

1. Nexdoor for Public Agencies
2. Facebook
3. Twitter (X)

Policy writing – proposed credit card use policy

Collaborate with GM and Treasurer

Text president about agenda

Water Operations report

No leaks, instead of daily transfers from Holby to Summit tank, at most 26,000 gallons once/week.

Parminter helped with water system along with Toro and Lauren (*Reminder still need employee forms*)

completed; W4, I9, new hire information sheet, direct deposit)

- Need to create a personnel packet for new hires – Gordon offered to put one together

Provided breakdown of hours for utility company damages to water lines.

Hydrant removal update: no report

Snow removal Operations report - none

Treasurer – Landers

Gordon still has questions about formula errors. Arranged a meeting with treasurer at Porterville Public Library on March 23 at 2:30 pm

Put off approval of January and February financial reports until after the meeting.

Gordon offered to show treasurer how to create projections for snow removal

Treasurer reported the invoice for Dee Jasper was sent to county for payment – she will follow up on Monday to make sure county received it

Additional Reports

PPOA Liaison - none

US Forest Service Liaison - none

Status Update – Holby Tank replacement project (grant)

The project is about \$3,700 over budget. The final cost of the sensors are responsible for the overage. The grant manager said to ask for an extension and request additional funds. There is a procedure for this. All final invoices are with the grant people.

Director Comments

Business items: ALL Ongoing and Old business is carried forward.

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

Agenda item for April – add wage possible wage increase for T. Harness, under GM report

F. Ohnesorgen offered to act as PPOA liaison.

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

Adjournment

Gordon moved to adjourn, Ohnesorgen seconded, hearing none opposed, the meeting adjourned at 3:00 pm.

Minutes prepared by Jennifer Robertson/Board Secretary

DRAFT