

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting**  
**February 9, 2017**

**CALL TO ORDER:** Vice President McManus called the meeting to order at 9:00 a.m.

The following Directors, Staff, and Community Members Were Present:

**DIRECTORS:**

Director McManus, Vice President  
Director Knudson  
Director Sipperley  
Director Mannix

**STAFF:**

Tom Trott, General Manager  
Carolyn Higgins, Board Secretary/Finance Officer  
Mark Slater, Fire Captain

**AUDIENCE:**

Two Members of the Public

**PUBLIC COMMENT ON NON-AGENDIZED ITEMS:**

**PRESENTATIONS:**

- A. Presentation of Fiscal Year 2015-16 Audit Report by Blomberg and Griffin Accountancy Corporation.  
*John Blomberg presented the 2015-16 audit and stated that the audit was very favorable.*

**COMMUNICATIONS:**

- A. Letter from Tuolumne City Sanitary District – CSD Exploratory Committee Meeting.

**CONSENT AGENDA:**

- A. Presentation and approval of the preliminary financial statements through January 31, 2017.  
B. Approval of the minutes of the Regular Meeting on January 12, 2017.

***MOTION: Director Sipperley made a motion to accept the consent agenda.***

***SECOND: Mannix***

***AYES: All Present***

***ABSENT: Johnson***

**OLD BUSINESS:**

- A. Discussion/action regarding review and continuance of order of emergency action for completion of the Well #3 Water Supply Project.

*GM Trott asked the board to consider whether the emergency action should be continued and to consider if it is necessary to address the current water supply shortage emergency that is still*

*being declared by this district, the county and the state and to determine if this project is needed to address this emergency and if the emergency situation will not permit a time delay resulting from formal competitive bidding.*

**MOTION:** *Director Sipperley made a motion to continue the order of emergency action for the Well #3 project.*

**SECOND:** *Knudson*

**AYES:** *All Present*

**ABSENT:** *Johnson*

**NEW BUSINESS:**

- A. Discussion regarding State Water Resources Control Board's proposed resolution to extend and modify drought-related emergency regulations.

*GM Trott reported that the state decided to continue drought-related emergency regulations and to revisit it again in May.*

- B. Discussion/action to adopt Resolution #17-02 – Approval of Fiscal Year 2016-17 Fire Fund Budget Adjustment in the Amount of \$4,000 for the Green Waste Voucher Program.

**MOTION:** *Director Sipperley made a motion to approve Resolution #17-02*

**SECOND:** *Mannix*

**AYES ROLL CALL:** *McManus, Knudson, Sipperley, Mannix*

**ABSENT:** *Johnson*

**ABSTAIN:**

- C. Discussion/action to adopt revisions to Policy #2004, "Alcohol/Tobacco/Vapor Products and Drug Abuse Policy".

**MOTION:** *Director Sipperley made a motion to adopt revisions to Policy #2004*

**SECOND:** *Knudson*

**AYES:** *All Present*

**ABSENT:** *Johnson*

- D. Tour of Vantage Pointe Office, Decontamination, Training, Burn Prop and Equipment Storage Yard Facility Projects.

**REPORTS:**

**President & Board Member Report**

- *No reports given*

**Park & Recreation/Citizen Oversight Committee and Operations Report**

- *Director Mannix stated that the committee discussed the ballfield drainage improvements and bocce drainage issues.*

**Water/Sewer Committee and Operations Report**

- *Director Sipperley reported that the committee discussed the tree mortality project, continuance of the emergency declaration, the Laurel pump station project, the Vantage Pointe Decontamination Facility and reclassifying a customer water/sewer service.*

### **Fire Committee and Fire Chief Report**

- Director Knudson reported that the committee discussed slash vouchers and the new training facilities at Vantage Pointe.
- Captain Slater summarized the Chief's written report and reported that January was a busy call month due to falling trees. He also reported that a training is scheduled at the prop on March 10.

### **Finance/Admin Committee Report**

- Director Sipperley reported that the finance/policy committee spoke about renewal of the Lake lease, the substance abuse policy, organizational/job description policies, and Vantage Pointe.

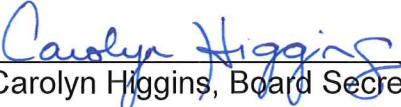
### **General Manager Report**

- GM Trott summarized his written report and stated that we are following up with 44 property owners for right of entries. He also reported that the Tuolumne County Resource Conservation District will be offering a rebate program for toilets and shower heads and they are asking water districts to manage the application process. GM Trott thanked Mick Grimes and CERT for their help with the tree mortality project.

### **ADJOURNMENT:**

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

  
\_\_\_\_\_  
Carolyn Higgins, Board Secretary

APPROVED:

  
\_\_\_\_\_  
Bill McManus, Vice President