

TWIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Meeting
February 12, 2009

President Kinsfather called the regular meeting of the Board of Directors of the Twain Harte Community Services District to order at 9:00 a.m.

DIRECTORS PRESENT: John Kinsfather, Jim Johnson, Bill Bryant, Richard Knudson, and Gary Sipperley.

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Moody, Finance Officer/Board Secretary Hilton, Operations Manager Hastings, and Fire Chief McCoy.

This meeting is recorded.

AUDIENCE: None.

PUBLIC COMMENT: None.

COMMUNICATIONS: None.

CONSENT AGENDA:

The Consent Agenda consisted of the following:

A. Approval of financial statements through January 31, 2009.

B. Approval of the minutes of the regular meeting of January 8, 2009.

MOTION: Director Johnson moved to approve the financial statements through January 31, 2009 and the minutes of January 8, 2009. Director Sipperley seconded and the motion carried unanimously.

OLD BUSINESS:

A. Discussion/action regarding claim against the District by owner/resident of property at 18887 Manzanita Drive, Twain Harte.

MOTION: Director Johnson moved to deny the claim against the District by owner/resident of property at 18887 Manzanita Drive, Twain Harte. Director Sipperley seconded and the motion carried unanimously.

NEW BUSINESS:

A. Discussion/action for funds transfer from sewer reserves in the amount of \$34,732.00 to cover final payment of generator.

MOTION: Director Johnson moved to approve the transfer from sewer reserves in the amount of \$34,732.00 to cover final payment of generator, Director Sipperley seconded, and the motion carried unanimously.

B. Funds expenditure from the Jackie Martin donation in the amount of \$850.00 for the American Legion Hall/Community Center. The funds will be transferred from Reserves to the American Legion Hall/Community Center general fund per the Park and Recreation committee recommendation.

PRESIDENT'S REPORT: None.

MEMBERS COMMENTS: None.

PARK & REC COMMITTEE REPORT:

The following points were covered and committee meeting notes appended herein.

- Doug Hay will keep the Park and Rec Committee apprised of park needs.
- The committee will bring a Community Center landscape plan to the next board meeting.
- The trash pick up for the town has been resolved without involving Cal Sierra.
- Architectural details and costs are being worked out for the entrance to the Community Center.
- Status of the Roberti-Z'berg grant for the Community Center seems to be on hold with the budget crisis.
- George Leontovich has been requested to re-prioritize projects and costs associated with the possibility of not receiving grant funds for the Community Center.
- Costs for a remote scoreboard and electrical cost estimates have been obtained, totaling \$8,400.00.
- Park and Recreation donations are now at \$18,500.00.
- The County has been contacted regarding parking equipment at the Community Center and will begin parking in another location on that lot.

SAFETY COMMITTEE REPORT: No report.

WATER/SEWER COMMITTEE AND OPERATIONS REPORT:

The following points were covered and committee meeting notes appended herein.

- Engineer is updating plant projects for re-bidding purposes.
- SCADA is on hold pending re-evaluation of direction and associated costs.
- Operator Montelongo is currently being cross-trained in the water plant.
- Bids have been received for the Sherwood Forest tank plumbing.
- Operator Schopfer is getting up to speed on field operations.
- Wildwood/Kellogg property is ready for water/sewer install.
- Shady Brook lift station pump was replaced by staff.
- Mark Twain lift station emergency power port and switch has been installed.
- Receiving good response from customers regarding the "root letters" requiring installation of clean outs.
- Problem areas are being attended to with "Trixie" the hydro flush trailer.
- Interviews for the position of Water Operator II are going well and one should be selected soon.

FIRE COMMITTEE AND CHIEF'S REPORT:

The following points were covered and committee meeting notes appended herein.

- Call volume for January was below average.
- The new fence and chain have been installed at the new firehouse/admin site.
- Cost for fence materials is approximately \$500.00
- Waiting for bid on bracing the back wall at the firehouse.
- Slash site meeting on February 18, 2009 at the Sonora Fire Station.
- Forest Service is gearing up to be fully staffed for future fire protection.

ADMIN/POLICY COMMITTEE REPORT:

The following points were covered and committee meeting notes appended herein.

- Reviewed and discussed were committee meeting date changes when in conflict with holidays, etc.
- Reviewed and discussed, "Rules of Conduct" policy, GM Moody to prepare drafts for further review.
- Reviewed and discussed, "Progressive Discipline" policy, GM Moody to prepare drafts for further review.
- Reviewed and discussed, "Grievance Procedure" policy, GM Moody to prepare drafts for further review.

FINANCE COMMITTEE REPORT: No report.

GEN MGR'S REPORT:

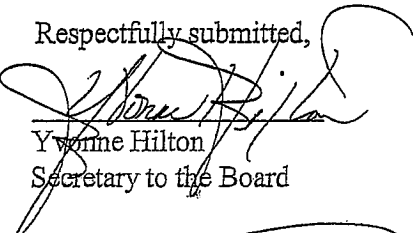
The following points were covered and notes appended herein.

- Update on Park and Recreation donations
- Working on a formal presentation for the Board regarding an overview of operations and infrastructure.
- The Roberti Z'berg grant for the American Legion/Community Center seems to be on hold until a State budget is passed.
- Our regional IRWMP is in the process of being submitted to the State for acceptance.
- Will be attending a four part CSDA training regimen for Special District Academy.
- Utility billing software has been implemented and we've received several good comments regarding the new bills.
- Yvonne met with our US Bank Representative and discovered some avenues to reduce monthly costs.

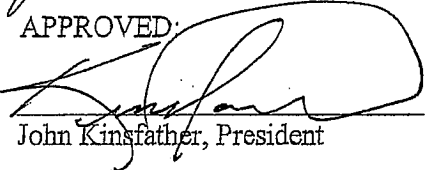
Adjournment

The regular meeting adjourned at 10:37 a.m.

Respectfully submitted,


Yvonne Hilton
Secretary to the Board

APPROVED:


John Kinsfather, President