

TWIN HARTE COMMUNITY SERVICES DISTRICT  
Board of Directors Meeting  
July 8, 2010

President Johnson 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:** Jim Johnson, Gordon Molloy, Packy Maxwell, and Richard Knudson.

**DIRECTORS ABSENT:** John Kinsfather.

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

This meeting is recorded.

**AUDIENCE:** None.

**COMMUNICATION:**

1. Letter from Twain Harte Lake Association requesting transfer of donated funds for the fire fuel break.

**CONSENT AGENDA:**

A. Approval of financial statements through June 30, 2010.

B. Approval of the minutes of the special meeting of June 4, 2010 and the regular meeting of June 10, 2010.

*MOTION:* Director Knudson moved to approve the financial statements through June 30, 2010, the minutes of the special meeting of June 4, 2010 and the minutes of the regular meeting of June 10, 2010. Director Molloy seconded and the motion carried unanimously.

**OLD BUSINESS:**

A. Approval of the second reading of the revised and amended Policy 2150, Employee Conduct/Discipline/Dismissal.

*MOTION:* Director Maxwell moved to approve the second reading of the revised and amended Policy 2150, Employee Conduct/Discipline/Dismissal, Director Knudson seconded and the motion carried unanimously.

B. Rescind Policy 2000, General Personnel, and replace with Policy 2150, Employee Conduct/Discipline/Dismissal.

*MOTION:* Director Molloy moved to approve the rescinding of Policy 2000, General Personnel and replacing with Policy 2150, Employee Conduct/Discipline/Dismissal. Director Maxwell seconded and the motion carried unanimously.

C. Approval of the second reading of the revised and amended Policy 3030, Illness, and Injury Prevention Program.

*MOTION:* Director Knudson moved to approve the second reading of the revised and amended Policy 3030, Illness, and Injury Prevention Program. Director Molloy seconded and the motion carried unanimously.

**NEW BUSINESS:**

A. Discussion/approval to rescind Resolution #06-30, a resolution detailing the recreation services to be provided at the American Legion Community Center following completion of improvements if funded with Tuolumne County Roberti Z' Berg Harris Grant Funds.

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**MOTION:** Director Maxwell moved to rescind Resolution #06-30, a resolution detailing the recreation services to be provided at the American Legion Community Center following completion of improvements if funded with Tuolumne County Roberti Z' Berg Harris Grant Funds. Director Knudson seconded and the motion carried unanimously.

**B.** Discussion/nomination of Vice President for remaining term of 2010.

**MOTION:** Director Knudson nominated Director Molloy to serve as Vice President for the remainder of the year; Director Maxwell seconded and the motion carried unanimously.

**C.** Discussion/approval to authorize General Manager, Scot Moody, to sign a contract with Liebert, Cassidy and Whitmore as legal counsel for District.

**MOTION:** Director Maxwell moved to authorize General Manager, Scot Moody, to sign a one year contract with Liebert, Cassidy, and Whitmore as legal counsel for the District. Director Knudson seconded and the motion carried unanimously.

**D.** Discussion/approval of Resolution #10-10, approving the Standard Agreement #SCC09002 for contracting with California Department of Corrections and Rehabilitation Community Service Crews.

**Director Maxwell introduced** Resolution #10-10, approving the Standard Agreement #SCC09002 for contracting with California Department of Corrections and Rehabilitation Community Service Crews.

**MOTION:** Director Knudson moved to adopt Resolution #10-10, Director Molloy seconded, and the motion carried with the following vote:

AYES: Molloy, Maxwell, Knudson, and Johnson.

NOES: None.

ABSENT: Kinsfather

ABSTAIN: None.

**E.** Discussion/approval of Resolution #10-11, a resolution calling General District Election for the purposes of electing three members to the District Board of Directors.

**Director Maxwell introduced** Resolution #10-11 a resolution calling General District Election for the purposes of electing three members to the District Board of Directors.

**MOTION:** Director Knudson moved to adopt Resolution #10-11; Director Molloy seconded and the motion carried with the following vote:

AYES: Molloy, Maxwell, Knudson, and Johnson.

NOES: None.

ABSENT: Kinsfather

ABSTAIN: None.

**F.** Discussion/action regarding approval of the first reading of Policy 2161, Whistleblowers Policy.

**MOTION:** Director Maxwell moved to approve the first reading of Policy 2161, Whistleblowers Policy; Director Knudson seconded and the motion carried unanimously.

**G.** Discussion/action regarding approval of the first reading to amend Policy 2010, Employee Compensation, Hours of Work and Overtime.

**MOTION:** Director Molloy moved to approve the first reading to amend Policy 2010, Employee Compensation, Hours of Work, and Overtime. Director Maxwell seconded and the motion carried unanimously.

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H. Review/approve changes to User Permit to reflect insurance no longer necessary for private users.

*MOTION:* Director Maxwell moved to approve the changes to the User Permit (item 8) to reflect insurance no longer necessary for private users. Director Knudson seconded and the motion carried unanimously.

**PRESIDENT'S REPORT:** None.

**MEMBERS COMMENTS:** Director Maxwell thanked General Manager, Scot Moody, for the informative tour of the water plant and the various projects currently in progress.

**PARK & REC COMMITTEE REPORT:**

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

- Discussion regarding the park user permit and insurance requirements.
- Prioritization of projects.
- Discussion regarding improving ground area around bleachers.
- Discussion regarding sealing and re-striping the parking lot asphalt at the park.
- The SCC crews will be cleaning around the creek and other various areas.
- Discussion regarding repairs or changes to the skateboard park and costs of same.

**WATER/SEWER COMMITTEE AND OPERATIONS REPORT:**

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

- Update of gallons used over holiday weekend.
- Update on two hydrants installed.
- Update on repairs to a water main.
- Three sewer call outs over the holiday weekend.
- "Trixie" is aging and wearing out.
- The Reller sewer re-location project is complete.
- Bids are being obtained for the re-striping of the park parking lot.
- Backwash tank is complete; waiting on as-builts before submitting to the State.

**FIRE COMMITTEE AND CHIEF'S REPORT:**

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

- Update and overview of the fire fuel break on the backside of Twain Harte Lake. The project is near completion.
- The water heater fire on Fuller Rd. was insignificant and contained to a closet.
- Incidents for June were average.

**ADMIN/POLICY COMMITTEE REPORT:**

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

- Cell phone policy under review.
- Volunteer policy in old Employee handbook was omitted.
- Reviewed and discussed vendor agreement.

**FINANCE COMMITTEE REPORT:** None.

**GEN MGR'S REPORT:**

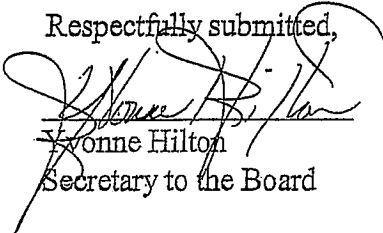
The following points were covered and notes appended herein.

- Met briefly with Union Representative, no proposals to date.
- Per our request, Cal Sierra has removed the dumpster next to the Fire dept.
- A presentation by Fire Chief McCoy and me will be made to the Homeowners on July 10, 2010.

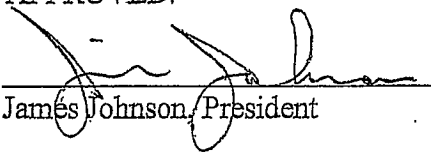
**Adjournment**

The regular meeting adjourned at 10:14 a.m.

Respectfully submitted,

  
\_\_\_\_\_  
Yvonne Hilton  
Secretary to the Board

APPROVED:

  
\_\_\_\_\_  
James Johnson, President