

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Meeting
March 13, 2008

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, Bill Bryant, Richard Knudson, John Kinsfather and Gary Sipperley.

DIRECTORS ABSENT: None.

OTHERS PRESENT: General Manager Stacher, Controller/Secretary Hilton and Operations Manager Krawchuk and Administrative Captain Slater.

This meeting is recorded.

AUDIENCE: Water/Sewer Operator Michael Schopfer.

PUBLIC COMMENT: None.

COMMUNICATIONS: Letter regarding monies received from Sonora Area Foundation for Parks and Recreation.

CONSENT AGENDA:

The Consent Agenda consisted of the following:

A. Approval of financial statements through February 29, 2008.

B. Approval of the minutes of the regular meeting of February 14, 2008.

MOTION: Director Kinsfather moved to approve the consent agenda, Director Sipperley seconded and the motion carried unanimously.

OLD BUSINESS:

A. Approval of the second reading of THCS D Policy 2081, Performance Evaluations.

MOTION: Director Sipperley moved to approve the second reading and adopt THCS D Policy 2081, Performance Evaluations. Director Bryant seconded and the motion carried unanimously.

B. Approval of the second reading of THCS D Policy 2285, Providing Employment Reference Information.

MOTION: Director Kinsfather moved to approve the second reading and adopt THCS D Policy 2285, Providing Employment Reference Information. Director Knudson seconded and the motion carried unanimously.

C. Approval of the second reading of revisions to the 07/08 salary schedule.

MOTION: Director Sipperley moved to approve the second reading and adopt revisions to the 07/08 salary schedule. Director Bryant seconded and the motion carried unanimously.

NEW BUSINESS:

A. Discussion/action regarding certification of loan agreement for the replacement of the Sherwood Forest water storage tank.

MOTION: Director Knudson moved to approve the loan agreement for the replacement of the Sherwood Forest water storage tank. Director Sipperley seconded and the motion carried unanimously.

B. Discussion/action regarding approval of the first reading of THCS D Policy 2315, Job Description – Finance Officer.

MOTION: Director Sipperley moved to approve the first reading of THCS D Policy 2315, Job Description – Finance Officer. Director Kinsfather seconded and the motion carried unanimously.

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C. Discussion/action regarding approval of the first reading of THCSO Policy 2370, Job Description – Customer Service Representative.

MOTION: Director Sipperley moved to approve the first reading of THCSO Policy 2370, Job Description – Customer Service Representative. Director Kinsfather seconded and the motion carried unanimously.

PRESIDENT'S REPORT: President Johnson requested that the chairman of each standing committee give a verbal committee report at the Board meetings. The department heads will continue to give operational reports at the Board meetings.

BD MEMBERS COMMENTS: None.

PARK & REC COMMITTEE REPORT:

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

- Update on Park walk-thru on 3/11/08. A list of possible projects for the immediate future.
- Update on bocce ball courts. General Manager to discuss possible area with the Golf Course Board.
- Skate Park work is complete.
- Discussed trail surface material.
- Consideration regarding temporary signs for High Sierra Little League during ball play.
- Update on Park and Recreation grant.

WATER/SEWER COMMITTEE AND OPERATIONS REPORT:

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

- Introduction of new water/sewer employee, Michael Schopfer.
- Auxiliary generator to be connected the week of March 10th.
- Update regarding improvements and associated costs to "Trixie".
- Verbal notification to all local restaurants regarding commercial grease monitoring has begun.
- Field crew has completed five (5) percent of SSMP requirements.
- Discussion regarding the back side of Twain Harte Lake and possible timeline for action.

FIRE COMMITTEE AND CHIEF'S REPORT:

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

- Discussion regarding the interest of two local citizens requesting that the community siren be reinstated. Estimated cost is \$7,500.00.
- Update and discussion regarding 4291 program.
- Fixed mount generator on Engine 725 has been repaired at no cost.
- Reviewed report from Frank Walters and Associates regarding fire house wall repairs.
- Fire department will be applying for a Fire Act Grant and VFA grant this year.

ADMIN/POLICY COMMITTEE REPORT:

The following points were covered:

- Discussion and review of job descriptions.
- Discussion and review of cell phone policy. General Manager and department heads to discuss and bring back to committee in April.
- To discuss and review vehicle use policy at next meeting.

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FINANCE COMMITTEE REPORT:

The following points were covered:

- Discussion and review of 2008-09 budget criteria and assumptions.
- Review and discussion of 2008-09 first draft budget.

GEN MGR'S REPORT:

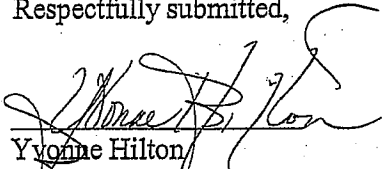
The following points were covered and notes appended herein.

- Attended a Board workshop at TUD regarding a review and comment of their first draft of a strategic plan on March 5th.
- Attended an Integrated Regional Water Management Plan (IRWMP) meeting at TUD.
- Meeting with Golden State Cellular was rescheduled to March 12th.
- Melinda and I will be attending a safety claims education day presented by SDRMA in Sacramento later this month.
- Notification of proposed property tax shift that may result in loss of revenue for water department.
- Update on grant for American Legion Hall/Community Center.
- Discussion regarding possible hosting of CSDA Leadership Academy training in February 2009.

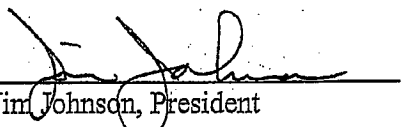
Adjournment

The meeting adjourned at 10:50 a.m.

Respectfully submitted,


Yvonne Hilton
Secretary to the Board

APPROVED:


Jim Johnson, President