

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Meeting
November 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, John Kinsfather, Bill Bryant, Richard Knudson, and Gary Sipperley.

DIRECTORS ABSENT: None.

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

This meeting is recorded.

AUDIENCE: Lenore Rutherford of Union Democrat.

PUBLIC COMMENT: None.

COMMUNICATIONS:

1. Letter from McMurchie regarding new Federal Identity Theft Prevention Program.
2. Grant acknowledgment letter from Sonora Area Foundation.

CONSENT AGENDA:

The Consent Agenda consisted of the following:

- A. Approval of financial statements through October 31, 2008 and the minutes of the special meeting of October 6, and regular meeting of October 9, 2008.

MOTION: Director Sipperley moved to approve the financial statements through October 31, 2008 and the minutes of October 6 and October 9, 2008. Director Kinsfather seconded and the motion carried unanimously.

OLD BUSINESS:

- A. Approval of the second reading of amended THCS D Policy 2010, Employee Compensation, Hours of Work, and Overtime.

MOTION: Director Sipperley moved to adopt the amended THCS D Policy 2010, Employee Compensation, Hours of Work, and Overtime. Director Bryant seconded and the motion carried unanimously.

NEW BUSINESS:

- A. Appointment and oath of office for elected directors Johnson, Knudson, Bryant and Sipperley.

- B. Approval of Resolution #08-18, a Resolution for Adoption of the Twain Harte Community Services Identity Theft Prevention Program.

Director Bryant introduced Resolution #08-18, a Resolution for Adoption of the Twain Harte Community Services Identity Theft Prevention Program.

MOTION: Director Sipperley moved to adopt Resolution #08-18; Director Knudson seconded and the motion carried with the following vote:

AYES: Kinsfather, Bryant, Knudson, Sipperley, and Johnson.

- C. Discussion/approval to transfer Water's reserve funds in the amount of \$9,224.00 for the purchase of new handheld meter readers.

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MOTION: Director Kinsfather moved to approve a transfer from Water's reserve funds in the amount of \$9,224.00 for the purchase of new handheld meter readers. Director Sipperley seconded and the motion carried unanimously.

D. Discussion/approval to transfer General fund's reserve funds in the amount of \$10,000.00 for software expenditures to replenish funds.

MOTION: Director Sipperley moved to approve a transfer of General fund's reserve funds in the amount of \$10,000.00 to replenish funds expensed for software. Director Knudson seconded and the motion carried unanimously.

E. Discussion/approval to transfer Fire reserve funds in the amount of \$25,644.00 for repairs to firehouse wall.

MOTION: Director Knudson moved to approve a transfer from Fire's reserve funds in the amount of \$25,644.00 for repairs to the fire house wall. Director Sipperley seconded and the motion carried unanimously.

PRESIDENT'S REPORT: President Johnson gave an update on the new General Manager, Scot Moody, and the orientation plan for the first couple of days. He also updated the Board on the new property purchase and sewer installation for parcel A.

MEMBERS COMMENTS: None.

PARK & REC COMMITTEE REPORT:

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

- A few of the trees aren't doing well; George Kirk will be taking a look at them.
- A landscaping plan is being developed for the Community Center and reconstructing the front porch.
- Grass is doing well in front of the stage and Doug is doing a very good job at the park.
- ABC supply has offered to re-roof the Community Center as a donation.
- Committee is considering a donation of a new scoreboard at the baseball field. Director Knudson distributed information regarding the scoreboard.
- Funds have been received for the tennis court expenses.
- Committee to review park use fees.
- Park donation letter goes out today.

SAFETY COMMITTEE REPORT:

- No accidents, injuries, or hazards to report.
- SDRMA inspector Jim Emerson will be contacting us.
- Attempting to schedule U.S.A. training seminars in Twain Harte.
- Lock-out, Tag-out training on all electrical hazards and panels has been conducted.
- A confined space awareness and trench safety class was hosted on 10/20/08.
- On 10/21/08, Twain Harte CSD hosted a CPR and first aid class. Operators Hastings, Johnstone, Montelongo and Ops Mgr. Krawchuk were certified.
- On 10/23/08 Tuolumne Utilities District hosted a drug and alcohol awareness class presented by the CHP.

WATER/SEWER COMMITTEE AND OPERATIONS REPORT:

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

- There were no major problems during the ditch outage. We supplied 800,000+ gallons of water to TUD.
- Update on Sanitary Sewer Management Plan; obtaining engineers costs to repair backside of lake.
- Sherwood Forest tank has been erected.

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- Awaiting bids for the Shady Brook drain valves.
- Shady Brook generator is on line and can supply emergency power to the hydro building and sewer lift station.
- District staff responded to 11 water and sewer calls in October.
- Update on Integrated Regional Water Management Plan.

FIRE COMMITTEE AND CHIEF'S REPORT:

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

- Call volume for October was average with one notable call to Twain Harte Market.
- The structural repair of the upper wall is completed.
- The engineer is looking at options to reinforce the lower section. Estimated cost \$5,000.00.
- Update on authority to cite property owners for non compliance of 4291 program.

ADMIN/POLICY COMMITTEE REPORT:

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

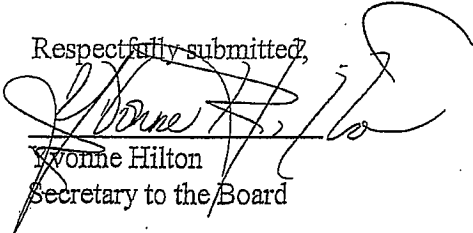
- Update on hiring of new General Manager.
- Discussion of new federal "Identity Theft Prevention" program.
- Discussion of revisions to our Time Sheets.
- Request for transfer of reserve funds for software expenses.
- Update and discussion of the change in pay dates.

GEN MGR'S REPORT: No report.

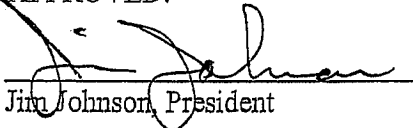
Adjournment

The regular meeting adjourned at 10:35 a.m.

Respectfully submitted,


Yvonne Hilton
Secretary to the Board

APPROVED:


Jim Johnson, President