

TWAIN HARTE COMMUNITY SERVICES DISTRICT  
Board of Directors Meeting  
October 8, 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, Richard Knudson, Bill Bryant, and Jeri Graydon.

**DIRECTORS ABSENT:** Jim Johnson.

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

This meeting is recorded.

**AUDIENCE:** Wes Jordan, Lenore Rutherford of the Union Democrat, Sandra Asquith, Shirley Densmore, Dorothy Sylwester, Jackie Van Buskirk, Lois Ray, and Mike Ripley.

**PUBLIC COMMENT:** Sandra Asquith submitted a list of questions to the Board for review and requested answers at the November 12, 2009 meeting. Jackie Van Buskirk asked if there was a possibility of reduced rates for cabin owners who aren't at their cabin for the entire year.

**COMMUNICATION:** None.

**CONSENT AGENDA:**

A. Approval of financial statements through September 30, 2009.

B. Approval of the minutes of the regular meeting of September 10, 2009.

**MOTION:** Director Bryant moved to approve the financial statements through September 30, 2009, and the minutes of the regular meeting of September 10, 2009. Director Graydon seconded and the motion carried unanimously.

**OLD BUSINESS:**

A. Discussion/annual approval of Policy #1015 Identity Theft Prevention Program.

**MOTION:** Director Knudson moved to approve the annual review of Policy #1015, Identity Theft Prevention Program. Director Bryant seconded and the motion carried unanimously.

**NEW BUSINESS:**

A. Discussion/action of Resolution #09-12, Approving Standard Agreement #SCC07018 for contracting with California Department of Corrections and Rehabilitation Community Service Crews.

President Kinsfather introduced Resolution #09-12, Approving Standard Agreement #SCC07018 for contracting with California Department of Corrections and Rehabilitation Community Service Crews.

**MOTION:** Director Bryant moved to adopt Resolution #09-12, Director Knudson seconded and the motion carried with the following vote:

**AYES:** Bryant, Knudson, Graydon, and Kinsfather.

**NOES:** None.

**ABSENT:** Johnson

**ABSTAIN:** None.

B. Discussion/action of Resolution #09-13, Approving the Department of Forestry and Fire Protection Agreement #7FG90125 for Services under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

President Kinsfather introduced Resolution #09-13, Approving the Department of Forestry and Fire Protection Agreement #7FG90125 for Services under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

MOTION: Director Knudson moved to adopt Resolution #09-13, Director Bryant seconded and the motion carried with the following vote:

AYES: Bryant, Knudson, Graydon, and Kinsfather.

NOES: None.

ABSENT: Johnson

ABSTAIN: None.

C. Discussion/action to waive verbatim reading of ordinances.

MOTION: Director Knudson moved to waive reading all ordinances verbatim, Director Graydon seconded and the motion carried unanimously.

D. Discussion/action regarding approval of the first reading of Ordinance #27, to Adopt the 2007 California Fire Code and the 2007 Building Code as amended by the Tuolumne County Community Development (TCCDD).

E. Discussion/action regarding approval of the first reading of Ordinance #28, to Authorize Arrest and Citation Authority Under the Uniform Fire Code, The Twain Harte Community Services District Ordinance Code, the Public Resources Code Section 4291 and the California Building Standards Code Regulations to: (1) Twain Harte Community Services District Fire Chief and his/her Designee Including the Fire Marshal; And (2) The Tuolumne County Sheriff's Department.

NOTE: Ordinance #27 and Ordinance #28 have been combined into Ordinance #27 per District Legal Counsel.

Director Bryant introduced Ordinance #27, to Authorize Arrest and Citation Authority Under the Uniform Fire Code, The Twain Harte Community Services District Ordinance Code, the Public Resources Code Section 4291 and the California Building Standards Code Regulations to: (1) Twain Harte Community Services District Fire Chief and his/her Designee Including the Fire Marshal; And (2) The Tuolumne County Sheriff's Department.

MOTION: Director Bryant moved to approve first reading of Ordinance #27, Director Graydon seconded, and the motion carried with the following vote:

AYES: Bryant, Knudson, Graydon, and Kinsfather.

NOES: None.

ABSENT: Johnson

ABSTAIN: None.

F. Discussion/action regarding approval of the first reading of Ordinance #29, Wastewater Ordinance.

Director Bryant introduced Ordinance #29, Wastewater Ordinance.

MOTION: Director Knudson moved to approve the first reading of Ordinance #29, Director Kinsfather seconded, and the motion carried with the following vote:

AYES: Bryant, Knudson, Graydon, and Kinsfather.

NOES: None.

ABSENT: Johnson

ABSTAIN: None.

G. Discussion/action regarding approval of the first reading of Policy #3020, Salary Plan Development.

MOTION: Director Graydon moved to approve the first reading of Policy #3020, Director Bryant seconded, and the motion carried unanimously.

H. Discussion/action regarding \$9,781 expenditure for Water Plant "sand trap" rehab.

MOTION: Director Bryant moved to approve \$9,781 expenditure for a "sand trap" rehab at the water plant, Director Knudson seconded, and the motion carried unanimously.

I. Discussion/action regarding facility rental fee schedule.

MOTION: Director Bryant moved to approve increasing the facility rental fee schedule by \$5.00 across the board, with the exception of the ball field for the Little League baseball games. Director Graydon seconded and the motion carried unanimously.

J. Discussion/action regarding purchase for playground equipment.

MOTION: Director Bryant moved to approve the purchase for playground equipment with a maximum expenditure of \$5,000. Director Graydon seconded and the motion carried unanimously.

**PRESIDENT'S REPORT:** President Kinsfather asked Finance Officer/Board Secretary Yvonne Hilton to give a brief synopsis of her attendance at the CSDA Conference in Indian Wells. Yvonne reported attending classes on "Funding Capital Improvements in Challenging Economic times," "Expanding your district, find out what services your community needs," "Why organizations fail," and by also attending the classes, received her required certificates for Harassment for Managers and Ethics training.

President Kinsfather read a letter from former Director Gary Sipperley, which was addressed to the Board regarding some of the Directors recent comments to the press.

**MEMBERS COMMENTS:** None.

**PARK & REC COMMITTEE REPORT:**

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

- Update on upgrade to area around Skateboard Park.
- Discussion regarding playground changes.
- Update on community center upgrade – will be holding work off until spring of 2010.
- Review and discussion of park usage facility fees.
- Report on vandalism at tennis courts, snack shack and ball field.
- Removed bench at creek bridge to restrict unwanted activity and vandalism.
- Review funding levels.

**SAFETY COMMITTEE REPORT:** No report.

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

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

- Lines are beginning to fail around the market area.
- Discussion and plan for sand trap/walkway repair.
- Advertising for Operator I position.
- Discussion regarding Sherwood Forest (Waterfall Lodge) property easements.

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- Regulatory class attended by Ops Manager Hastings and Operator Giambruno.
- SPS due to return in October.
- Ditch outage will be from 10/12 through 10/18. We will supply water to TUD if needed.

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

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

- Call volume for September was average.
- Ordinance for citation authority is making progress.

**ADMIN/POLICY COMMITTEE REPORT:**

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

- Discussion and review of THCSD Sewer Ordinance re-write.
- Creation of Policy #3020 "Salary Plan Development".
- Review resolution for Volunteer Fire Assistance agreement.

**FINANCE COMMITTEE REPORT:** No report.

**GEN MGR'S REPORT:**

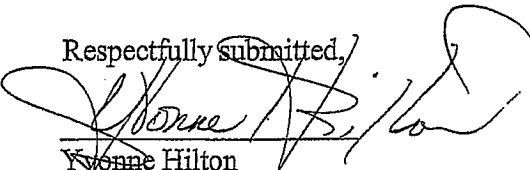
The following points were covered and notes appended herein.

- Ready to mail letter to owner of Twain Harte Shopping Center concerning back flow installation.
- Attended a meeting at TUD concerning water conveyance system above Lyons reservoir.
- Received confirmation of passing D-1 certification.
- Met with a company to discuss Sherwood Forest's failing water system and the need to install a sewer system.
- No meeting this month, but all groups will be bring ideas/opinions of expenditure priorities.
- Receiving incredible response to the Fire Fuel Reduction Donation fund.
- Began the Leadership Tuolumne County program this month, have another meeting on October 8<sup>th</sup>, after the Board meeting.

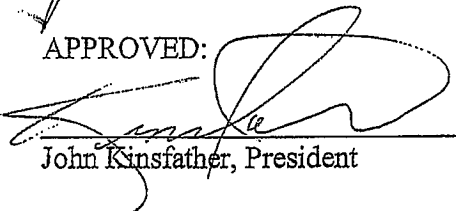
**Adjournment**

The regular meeting adjourned at 10:47 a.m.

Respectfully submitted,

  
Yvonne Hilton  
Secretary to the Board

APPROVED:

  
John Kinsfather, President