

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
August 8, 2018

CALL TO ORDER: President Sipperley called the meeting to order at 9:01 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

Director Sipperley
Director McManus
Director Mannix
Director Johnson
Director Knudson

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer
Robb Perry, Operations Manager

AUDIENCE:

None

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

None

COMMUNICATIONS:

None

CONSENT AGENDA:

- A. Presentation and approval of preliminary financial statements through July 31, 2018.
- B. Approval of the minutes of the Regular Meeting held on July 11, 2018.
MOTION: Director Johnson made a motion to approve the consent agenda.
SECOND: McManus
AYES: All Present
ABSENT:

PUBLIC HEARING:

- A. President Sipperley opened the public hearing at 9:05 a.m.
- B. Staff presentation on continuation of assessments for the Fire and Rescue, Fire Protection and Emergency Services and Parks and Recreation Maintenance Districts.
- C. Receive public comment regarding continuation of assessments.
– No comments were received from the public.
- D. President Sipperley closed the public hearing at 9:08 a.m.
- E. Discussion/action to adopt Resolution #18-25 – Approval of Engineer's Report, Diagram and Assessment and Order to Continue Assessments for the Fire and Rescue Assessment District for Fiscal Year 2018-19.

MOTION: Director Johnson made a motion to adopt Resolution #18-25

SECOND: McManus

AYES ROLL CALL: Johnson, McManus, Mannix, Sipperley, Knudson

ABSENT:

ABSTAIN:

- F. Discussion/action to adopt Resolution #18-26 – Approval of Engineer's Report, Diagram and Assessment and Order to Continue Assessments for the Fire Protection and Emergency Response Services Assessment District for Fiscal Year 2018-19.

MOTION: Director Johnson made a motion to adopt Resolution #18-26

SECOND: Mannix

AYES ROLL CALL: Johnson, McManus, Mannix, Sipperley, Knudson

ABSENT:

ABSTAIN:

- G. Discussion/action to adopt Resolution #18-27 – Approval of Engineer's Report, Diagram and Assessment and Order to Continue Assessments for the Parks and Recreation Maintenance District for Fiscal Year 2018-19.

MOTION: Director Johnson made a motion to adopt Resolution #18-27

SECOND: Knudson

AYES ROLL CALL: Sipperley, McManus, Mannix, Knudson, Johnson

ABSENT:

ABSTAIN:

OLD BUSINESS:

- A. Discussion/action regarding review and continuance of order of emergency action for completion of the Well #3 Water Supply Project.

GM Trott asked the board to consider whether the emergency action should be continued and to consider if it is necessary to address the current water supply shortage emergency that is still being declared by the state for Tuolumne County and to determine if this board still declares this emergency and if this project is necessary to address this emergency and if the emergency situation will not permit a time delay resulting from formal competitive bidding.

MOTION: Director Mannix made a motion to extend the continuance of the order of emergency action for completion of well #3.

SECOND: Knudson

AYES: All Present

ABSENT:

NEW BUSINESS:

- A. Discussion/action to adopt Resolution #18-28 - Approving the Department of Forestry and Fire Protection Agreement #7FG18121 for a \$8,250 grant under the Volunteer Fire Assistance Program of the Cooperative Forestry Assistance Act of 1978.

MOTION: Director Johnson made a motion to adopt Resolution #18-28.

SECOND: McManus

AYES ROLL CALL: Sipperley, McManus, Mannix, Johnson, Knudson

ABSENT:

ABSTAIN:

- B. Discussion/action to adopt Resolution #18-29 – Electing to Cease to be Subject to the Public Employees' Medical and Hospital Care Act.

MOTION: *Director Johnson made a motion to adopt Resolution #18-29.*

SECOND: *Mannix*

AYES ROLL CALL: *Sipperley, McManus, Mannix, Knudson, Johnson*

ABSENT:

ABSTAIN:

- C. Discussion/action to adopt Resolution #18-30 – Electing to Cease to be Subject to the Public Employees' Medical and Hospital Care Act.

MOTION: *Director Mannix made a motion to adopt Resolution #18-30.*

SECOND: *McManus*

AYES ROLL CALL: *Sipperley, McManus, Mannix, Knudson, Johnson*

ABSENT:

ABSTAIN:

- D. Discussion/action to adopt Resolution #18-31 – Authorizing Participation in the Special District Risk Management Authority's Health Benefits Program and Approving a Memorandum of Understanding for Program Participation.

MOTION: *Director McManus made a motion to adopt Resolution #18-31.*

SECOND: *Mannix*

AYES ROLL CALL: *Sipperley, McManus, Mannix, Knudson, Johnson*

ABSENT:

ABSTAIN:

- E. Discussion/action to adopt Resolution #18-32 – Adopting the Twain Harte Community Services District Premium Conversion Cafeteria Plan.

MOTION: *Director Johnson made a motion to adopt Resolution #18-32.*

SECOND: *Mannix*

AYES ROLL CALL: *Sipperley, McManus, Mannix, Knudson, Johnson*

ABSENT:

ABSTAIN:

- F. Discussion/action to adopt revisions to Policy #2303 – Firefighter Intern Program Description.

MOTION: *Director McManus made a motion to adopt the revisions to Policy #2303 as presented.*

SECOND: *Johnson*

AYES: *All Present*

ABSENT:

- G. Discussion/action to adopt revisions to Policy #2304 – Apparatus Operator Intern Program Description.

MOTION: *Director Mannix made a motion to adopt the revisions to Policy #2304 as presented.*

SECOND: *Johnson*

AYES: All Present

ABSENT:

- H. Discussion/action to adopt Resolution #18-33 – Approval of Fiscal Year 2018-19 Water Fund Budget Adjustment in the Amount of \$43,000 for the Lakeview Drive Water Main Replacement Project.

MOTION: Director Knudson made a motion to adopt Resolution #18-33.

SECOND: McManus

AYES ROLL CALL: Sipperley, McManus, Mannix, Knudson, Johnson

ABSENT:

ABSTAIN:

- I. Presentation of the Strategic Plan progress report for Fiscal Year 2017-18.

GM Trott explained that 29 out of 33 items on the strategic plan have been completed.

REPORTS:

President and Board Member Report

- Directors Knudson and Johnson attended the SDRMA Leadership Course and found it very useful.

Park & Recreation/Citizen Oversight Committee Provided by Director McManus

- Discussion items at the committee were:
 - The new park land and the progress at the skateboard park.

Park & Recreation Operations Report Provided by Operations Manager Perry

- A summary of the written report was provided.

Water/Sewer Operations Report Provided by Operations Manager Perry

- A summary of the written report was provided.
- A welder will be coming out to the skate park to complete some work.
- Several projects at Vantage Pointe are scheduled for next week.

Water/Sewer Committee Report Provided by Director Mannix

- Discussion items at the committee were:
 - Potential impacts of PG&E safety shutoff program.
 - Well #3 and continuance of emergency declaration.
 - Eproson Park sewer line replacement.
 - Lakeview Dr water line replacement.
 - Sonora Regional Wastewater Treatment Plant upgrades.

Fire Committee Report Provided by Director Knudson

- Discussion items at the committee were:
 - Warranty work on the new water tender
 - The drone Certificate of Authorization

Fire Chief Report

- A written report was provided.

Finance/Admin Committee Report Provided by Director Johnson

- Discussion items at the committee were:
 - Special District representation on the LAFCO board and the shared costs to the Districts.
 - Withdrawal from CalPERS health insurance.
 - The premium only cafeteria plan.
 - The intern program policies.

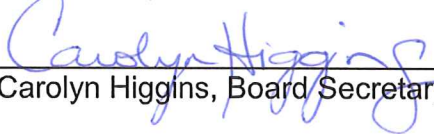
General Manager Report Provided by General Manager Trott

– A summary of the written report was provided.

ADJOURNMENT:

The meeting was adjourned at 10:12 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Gary Sipperley, President