

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
October 8, 2015**

CALL TO ORDER: President Mannix called the meeting to order at 9:00 a.m.

The following Directors, Staff, and Community Members Were Present:

DIRECTORS:

Director Mannix, President
Director Johnson, Vice President
Director Knudson
Director McManus
Director Sipperley

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer
Robb Perry, Operations Manager
Todd McNeal, Fire Chief

AUDIENCE:

Eleven members of the public

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

Fire Chief McNeal recognized volunteerism efforts and contribution of the Twain Harte CERT members who recently helped at the Butte Fire incident. He also recognized the Twain Harte firefighters who were deployed to the Butte Fire and who recently had a field save within the district.

Ron Ringen presented an idea to have fire access points on the ditch allowing for drafting out of the ditch during a fire incident.

PRESENTATIONS & AWARDS:

None

COMMUNICATIONS:

A. Letter to Senator Feinstein – Support of a Warren Act Contract, October 2, 2015.

G.M. Trott reported that in accordance with policy #1011, Adopting Positions on Legislation, the board president and general manager drafted a letter to support the Calaveras County Water District Warren Act Contract.

CONSENT AGENDA:

A. Presentation and approval of financial statements through September 30, 2015.

B. Approval of the minutes of the Regular Meeting of September 10, 2015.

C. Approval of annual Memorandum of Understanding between Twain Harte School District and Twain Harte Community Services District for Electrical Service Relocation for new school year.

- D. Submittal of annual report on Policy #1015, "Identity Theft Prevention Program," and adoption of minor policy revisions.

MOTION: *Director Sipperley made a motion to accept items A, C & D of the consent agenda.*

SECOND: *McManus*

AYES: *All Present*

Director Sipperley asked to pull Item B from the consent agenda in order to abstain from the vote as he was not present during the previous board meeting.

Approval of the minutes of the Regular Meeting of September 10, 2015.

MOTION: *Director Johnson made a motion to accept item B on the consent agenda.*

SECOND: *McManus*

AYES: *Johnson, McManus, Mannix*

Abstain: *Sipperley, Knudson*

OLD BUSINESS:

- A. Update on drought conditions and water supply.

GM Trott stated that curtailments are still in place, Lyons Reservoir is 36% full and Pinecrest Reservoir is 70% full. TUD is encouraging PG&E to hold back water in Pinecrest until more is known about the upcoming water year.

- B. Discussion/action regarding review and continuance of order of emergency action for completion of Well #2 and Well #3 Water Supply Projects.

GM Trott recommended that the order of emergency action be continued because it is still necessary to respond to the District's Water Shortage Emergency and the emergency situation will not permit a delay resulting from competitive bidding.

MOTION: *Director Sipperley made a motion to continue the order of emergency action for completion of Well #2 & Well #3 due to the above.*

SECOND: *Johnson*

AYES: *All Present*

NEW BUSINESS:

- A. Presentation of end of year financial report for Fiscal Year 2014/15.
- B. Discussion/action to approve Resolution #15-26 – Designation of 2014/15 Year-End Balances to Reserves.

INTRODUCTION OF RESOLUTION #15-26 – Director Johnson

MOTION : *Sipperley*

SECOND: *Mannix*

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

ABSENT:

C. Discussion/action to adopt Water and Sewer Rate Study Principles and Goals.

MOTION: *Director Johnson made a motion to accept the Water & Sewer Rate Study Principles and Goals as presented.*

SECOND: *Sipperley*

AYES: *All Present*

D. Discussion/action to approve a License and Maintenance Agreement for Sewer Stabilization at Twain Harte Lake with the Twain Harte Lake Association and authorize the General Manager and Board President to negotiate insurance language and finalize the agreement.

MOTION: *Director Sipperley made a motion to approve the above.*

SECOND: *Knudson*

AYES: *All Present*

E. Discussion/action to declare Rescue 721 as surplus property in accordance with Policy #3080, "Disposal of Surplus Property or Equipment".

MOTION: *Director Sipperley made a motion to declare the Rescue 721 vehicle as surplus property.*

SECOND: *Knudson*

AYES: *All Present*

REPORTS:

President & Board Member Report

- No reports given

Park & Recreation/Citizen Oversight Committee and Operations Report

- The October Park & Recreation/Citizen Oversight Committee meeting was cancelled.
- Operations Manager Perry reported that a water leak was repaired at the snack shack.

Water/Sewer Committee and Operations Report

- The committee discussed a possible water and sewer rate increase.
- Operations Manager Perry reported that the new Sewer vacuum trailer will be picked up on Friday.

Fire Committee and Fire Chief Report

- Committee discussed surplus of Rescue 721, tree mortality and public education, and the curbside grant.
- Fire Chief McNeal reported that CERT was at the Butte fire incident for almost two weeks.
- Chief McNeal contacted the officials of the green waste grant and is requesting a possible repurposing of the remaining funds to assist with dead tree removal and or public education.

Finance/Admin Committee Report

- The committee discussed the 14/15 year-end reports, TUD rate increases, rate setting principles, and the National Disaster Resiliency project grant.

General Manager Report

- GM Trott stated that the goal is to have a public hearing in March regarding potential rate increases.
- The district audit is scheduled for the last week in October.
- None of the District's grant proposals for the National Disaster Resiliency Grant Application were accepted.

Closed Session: The Board of Directors convened into closed session at 10:26 a.m.

Conference with Real Property Negotiator (Government Code Section 54956.8)

Agency Negotiator: Tom Trott

Under Negotiations: Instructions to negotiator on price and payment terms.

Real Property: 22912 Vantage Pointe Dr. Twain Harte, CA 95383

Negotiating Parties: Ron Roberson

The meeting was reconvened into regular session at 11:45 a.m. with no reportable action taken.

ADJOURNMENT:

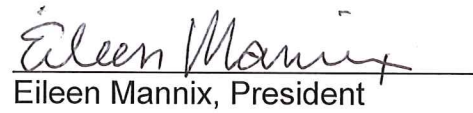
The meeting was adjourned at 11:46 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Eileen Mannix, President