

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
March 13, 2019

CALL TO ORDER: President McManus called the meeting to order at 9:00 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

Director McManus
Director Mannix
Director Knudson
Director Sipperley

STAFF:

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

AUDIENCE:

Various members of the public for fire personnel badge pinning and auditor John Blomberg.

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

GM Trott asked the board consider adding an item to the agenda that came the attention of staff after the agenda was created but necessitated immediate action that couldn't wait until the next regularly scheduled board meeting.

MOTION: Director Sipperley made a motion to add the item "Memorandum of Understanding Between the County of Tuolumne, the City of Sonora, the Columbia Fire Protection District, the Jamestown Fire Protection District, the Groveland Community Services District, the Mi-Wuk Sugar Pine Fire Protection District, the Tuolumne Fire District and the Twain Harte Community Services District for the Federal Emergency Management Agency Staffing for Adequate Fire and Emergency Response Grant.

SECOND: Mannix

AYES: All Present

ABSENT: Johnson

PRESENTATIONS:

- A. Badge pinning of new fire interns.
Fire Chief McNeal introduced new fire interns Katelynn Boyd and Judah Wilk.
- B. Presentation of the Fiscal Year 2017-18 Audit Report by Blomberg and Griffin.
John Blomberg presented the financial audit and stated that it was another good year.
- C. Presentation of the 2018 Fire Report.
Presented by Fire Chief McNeal – emphasized the horrific fire season that occurred last year and spoke about the UAV program, CERT program and the new water tender.

COMMUNICATIONS:

- A. Letter from Butte County Fire Department regarding aid provided during the Camp Fire.

- B. Letter from Tuolumne Utilities District regarding aid provided during the annual ditch outage.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through February 28, 2019.
- B. Approval of the minutes of the Regular Meeting held on January 9, 2019.
- C. Approval of the minutes of the Special Meeting held on January 24, 2019.
- D. Approval of Resolution #19-04 – Directing Preparation of the Engineer’s Report for Continuation of the Fiscal Year 2019-20 Assessment for the Twain Harte Community Services District Park and Recreation Maintenance District.

MOTION: Director Sipperley made a motion to adopt the consent agenda in its entirety.

SECOND: Mannix

AYES: McManus, Mannix, Knudson, Sipperley

ABSENT: Johnson

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 Sipperley made a motion to extend the continuance of the order of emergency action for completion of well #3.

SECOND: Mannix

AYES: All Present

ABSENT: Johnson

NEW BUSINESS:

- A. Discussion/action to approve Twain Harte Rotary proposal for volunteer improvements at the Community Center.

MOTION: Director Mannix made a motion to approve the Twain Harte Rotary proposal volunteer improvements at the Community Center as presented.

SECOND: Sipperley

AYES: All Present

ABSENT: Johnson

- B. Discussion/action to approve a Professional Services Agreement with Yosemite Community College District for providing fire training and facilities for the Columbia College Fire Academy.

MOTION: Director Sipperley made a motion to approve the Professional Services Agreement with YCCD as presented.

SECOND: Knudson

AYES: All Present

ABSENT: Johnson

- C. Discussion/action regarding scheduling upcoming strategic plan workshops.
Board members discussed possible dates and decided the preferences were any of the following dates for the initial board workshops: April 16 & 19, May 2 & 3, April 29 & 30. GM Trott will be in contact with each board member and notify every one of the final date.
- D. Discussion/action to consider issuing a letter of support for Senate Bill 669 – Safe Drinking Water Trust.
MOTION: Director Sipperley made a motion to issue the letter of support for Senate Bill 669 as presented.
SECOND: Mannix
AYES: All Present
ABSENT: Johnson
- E. Discussion/action to consider issuing a letter of support for Assembly Bill 510 – Video Monitoring Records Retention Modernization.
MOTION: Director Sipperley made a motion to issue the letter of support for Assembly Bill 510 as presented.
SECOND: Mannix
AYES: All Present
ABSENT: Johnson
- F. Discussion/action regarding Special Districts Risk Management Authority's (SDRMA) call for board member nominations.
No one was interested
- G. Discussion/action regarding California Special Districts Association's (CSDA) call for board member nominations.
No one was interested
- H. Discussion/action to approve the Memorandum of Understanding Between the County of Tuolumne, the City of Sonora, The Columbia Fire Protection District, the Jamestown Fire Protection District, the Groveland Community Services District, the Mi-Wuk Sugar Pine Fire Protection District, the Tuolumne Fire District and the Twain Harte Community Services District for the Federal Emergency Management Agency Staffing for Adequate Fire and Emergency Response Grant.
MOTION: Director Sipperley made a motion to approve the MOU as presented.
SECOND: Knudson
AYES: All Present
ABSENT: Johnson

REPORTS:

President and Board Member Report

- *None*

Park & Recreation/Citizen Oversight Committee Report Provided by Director Mannix

- *Discussion items at the committee were:*
 - *Update on park donations*
 - *Offer of volunteering by Rotary Committee*
 - *Possible grant for new 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.*
- *There were two water main breaks during the adverse weather conditions.*

Water/Sewer Committee Report Provided by Director Sipperley

- *Discussion items at the committee were:*
 - *Form 700*
 - *Million Gallon tank rehab*
 - *Senate Bill 669*
 - *Continuance of the emergency declaration*
 - *Update on staff activities during the storm*

Fire Committee Report Provided by Director McManus

- *Discussion items at the committee were:*
 - *The county first responder study.*
 - *The training course discussed earlier in the board meeting.*

Fire Chief Report by Chief McNeal

- *A summary of the written report was provided.*
- *Received an update regarding an engine donation from Menlo – we were not successful in receiving it this time but will be considered the next time they are surplussing an engine.*

Finance/Admin Committee Report Provided by Director McManus

- *Discussion items at the committee were:*
 - *The possible strategic plan meeting dates.*
 - *Two letters previously presented in the board meeting.*
 - *Current investments*
 - *Form 700*


General Manager Report Provided by General Manager Trott

- *A summary of the written report was provided.*

ADJOURNMENT:

The meeting was adjourned at 10:53 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Bill McManus, President