

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
March 13, 2014

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, President
Director Maxwell, Vice President
Director Johnson
Director Jordan
Director Knudson

STAFF:

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

AUDIENCE:

One Member of the Community

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

A. Board Secretary Higgins asked the board to consider adding resolution #14-06, Delegating Authority to Decide on Applications for Disability Retirement for Local Safety Members, to the agenda due to a need for immediate action that could not reasonably wait for the next board meeting. The need for immediate action came to the attention of staff after the agenda had already been posted.

MOTION: Maxwell; SECOND: Knudson; AYES: All

B. Director Jordan announced that he plans to resign as a board member with an effective date of April 11, 2014.

COMMUNICATIONS:

None

CONSENT AGENDA:

A. Approval of financial statements through February 28, 2014.

B. Approval of the minutes of the February Regular & Special Meetings.

MOTION: Johnson; SECOND: Maxwell; AYES: All

OLD BUSINESS:

None

NEW BUSINESS:

A. Update on Water Supply

B. Discussion/Action to:

- i. Approve the Tuolumne-Stanislaus Integrated Regional Water Management Joint Powers Agreement

GM Trott stated that due to members dropping out of the JPA the cost for this year will be increasing to \$7,250/member and 14/15 could increase to \$10,260/member unless grant funding is received or additional members join the JPA.

MOTION: Maxwell; SECOND: Knudson; AYES: All

- ii. Select one primary and alternate member to serve on the Joint Powers Authority Board of Directors on behalf of the District

General Manager Trott stated that the primary member must be an elected official and the alternate member can be a member of staff.

a. Primary Member – Vice President Maxwell was nominated

MOTION: Sipperley; SECOND: Jordan; AYES: All

b. Alternate Member – GM Trott was nominated

MoTION: Sipperley; SECOND: Knudson; AYES: All

- iii. Authorize the District's Board President to make written notification of the selected primary and alternate member.

MOTION: Maxwell; SECOND: Johnson; AYES: All

- C. Discussion/Action to approve Resolution #14-05, authorizing the District's General Manager to prepare and submit applications for drought-related grants on behalf of the District and to execute all related documents.

INTRODUCTION OF RESOLUTION #14-05: Johnson

MOTION: Maxwell; SECOND: Knudson

AYES ROLL CALL: Sipperley, Maxwell, Johnson, Knudson, Jordan

- D. Discussion regarding attendance of Directors at the California Special Districts Association's Legislative Days event

General Manager Trott stated that the budget can allow for attendance of two board members and one member of staff. Director Johnson, Director Sipperley and GM Trott expressed interest in attending the conference and all agreed.

- E. Discussion/Action to approve Resolution #14-06, delegating authority to decide on applications for disability retirement for local safety members.

INTRODUCTION OF RESOLUTION #14-06: Johnson

MOTION: Maxwell; SECOND: Jordan

AYES ROLL CALL: Sipperley, Maxwell, Johnson, Knudson, Jordan

REPORTS:

President & Board Member Report

- President Sipperley mentioned that GM Trott will be making a drought presentation for the Tuolumne County Chamber of Commerce and will take part in a panel discussion that is being sponsored by Columbia College regarding water issues.

Park & Recreation Committee and Operations Report

- The February meeting was cancelled.
- Staff will be investigating the removal of a dead tree at the park.

Water/Sewer Committee and Operations Report

- The water recycling program is being expanded to recycle an additional 5 million gallons of water a year.
- Land & Survey is investigating an easement related to the Ryan Court well.
- Staff is working with the State on making the Shadybrook reservoir an active source.
- Staff will be researching grant opportunities related to new water sources.

Fire Committee and Fire Chief Report

- Chief McNeal has been accepted to serve in a drill sponsored by FEMA in the month of April.
- The CERT training class has twenty-five of the thirty spots filled.

Finance/Admin Committee and Finance Officer Report

- Staff will continue to monitor budget impacts created by the drought and water conservation.
- Worker's compensation insurance is scheduled to increase by approximately \$39,000 in the 14/15 fiscal year.
- Staff is investigating the possibility of providing on-line billing to customers through the District's current financial software.
- The redesign of the Chart of Accounts is complete and it will allow for additional reporting to the board. A new revenue & expenditure report will be presented quarterly with the first report being presented at the April board meeting.

General Manager Report

- General Manager Trott thanked staff for their hard work. Staff have been stretched very thin due to the drought crisis.
- Staff members are conducting various drought activities including:
 - o Investigating alternative water sources – currently 3 wells
 - o Investigating and informing customers of continuous leaks
 - o Promoting the faucet aerator and shower head trade-in program
 - o Collaborating with other local water agencies on a drought joint-ad campaign

CLOSED SESSION:

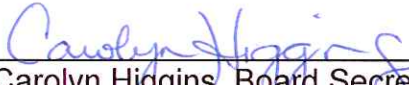
- A. With respect to every item of business to be discussed in closed session pursuant to Section 54956.9 (a): *Existing Litigation: Twain Harte Community Services District vs. Steve Kurgan, Case No. SC18596.*

President Sipperley reconvened the meeting into regular session at 11:02 a.m. with no reportable action taken.

ADJOURNMENT

The Regular Meeting was adjourned at 11:03 a.m.

Respectfully submitted,



Carolyn Higgins, Board Secretary

APPROVED:



Gary Sipperley, President