

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting**  
**September 12, 2018**

**CALL TO ORDER:** President Sipperley called the meeting to order at 8:59 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  
Todd McNeal, Fire Chief

**AUDIENCE:**

Thirteen members of the public

**PUBLIC COMMENT ON NON-AGENDIZED ITEMS:**

*Anaiah Kirk made a short presentation regarding his candidacy as a District 3 Tuolumne County Supervisor.*

**PRESENTATIONS:**

- A. Introduction and badge pinning for new Fire Division personnel.  
*Fire Chief McNeal introduced new fire intern Patrick McCaleb.*
- B. Presentation regarding operation of a closed Point of Dispensing (POD) by the Community Emergency Response Team in cooperation with the California Department of Public Health.  
*CERT team leader Carol Hallett presented the concept of a closed POD available to fire personnel, CSD personnel, and CERT personnel for those who opt in.*

**COMMUNICATIONS:**

- A. Joint Letter from Association of California Water Agencies – Opposition to New Statewide “Opt-Out” Water Mandate.
- B. Letter from Tuolumne Utilities District – Ditch Outage Water Purchase Request for 2018.

**CONSENT AGENDA:**

- A. Presentation and approval of preliminary financial statements through August 31, 2018.
- B. Approval of the minutes of the Regular Meeting held on August 8, 2018.
- C. Annual review of Policy #2002 – Discrimination.
- D. Annual review of Policy #3030 – Injury and Illness Prevention Program.  
***MOTION: Director Johnson made a motion to approve the consent agenda.***  
***SECOND: Mannix***  
***AYES: All Present***  
***ABSENT:***

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

**SECOND:** *McManus*

**AYES:** *All Present*

**ABSENT:**

**NEW BUSINESS:**

- A. Discussion/action to adopt Resolution #18-34 – Awarding and Approving a Construction Contract for the Eproson Park Sewer Line Replacement Project, Project #300-57-0001.

**MOTION:** *Director Johnson made a motion to adopt Resolution #18-34.*

**SECOND:** *McManus*

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

**ABSENT:**

**ABSTAIN:**

- B. Discussion regarding Tuolumne County's General Plan update and related impacts on water, sewer and land use.

*GM Trott stated that if anyone has comments regarding the new general plan, now is the time to present those at the county level.*

- C. Presentation and update on District's Unmanned Aircraft System (UAS) program.

*Fire Chief McNeal presented the importance of the UAS program at Twain Harte Fire for situational awareness, training, pre-planning and preparedness.*

**REPORTS:**

**President and Board Member Report**

*No reports given*

**Park & Recreation/Citizen Oversight Committee Provided by Director McManus**

- *Discussion items at the committee were:*
  - *Deferred to ops manager*

**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.*
- *The final skateboard repairs were started the second week of September.*

**Water/Sewer Committee Report Provided by Director Mannix**

- *Some of the discussion items at the committee were:*
  - *Bidding of the Eproson Park sewer line replacement project.*
  - *An update on the million gallon tanks project.*
  - *Lake View drive waterline replacement.*

**Fire Committee Report Provided by Director Knudson**

- *Discussion items at the committee included:*
  - *Discussion of the Tuolumne County First Responder Study*
  - *Update on the tactical water tender*

**Fire Chief Report**

- *A summary of the written report was provided.*
- *Captain Waite will be entered into the California Firefighter Memorial.*

**Finance/Admin Committee Report Provided by Director Johnson**

- *Discussion items at the committee were:*
  - *Online bill pay.*
  - *The potential outsourcing of billing with an option of paperless billing.*
  - *An update on the potential of special district representation on LAFCO.*


**General Manager Report Provided by General Manager Trott**

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

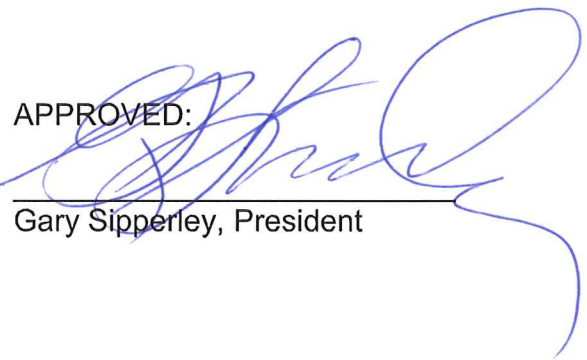
**ADJOURNMENT:**

The meeting was adjourned at 10:50 a.m.

Respectfully submitted,

  
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Carolyn Higgins, Board Secretary

APPROVED:

  
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Gary Sipperley, President