

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
November 8, 2023

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 Sipperley
Director Knudson
Director Bohlman

STAFF:

Tom Trott, General Manager
Neil Gamez, Fire Chief
Lewis Giambruno, Operations Manager
Carolyn Higgins, Finance Officer

AUDIENCE: 7 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

Bruce Erickson made a public comment.

PRESENTATIONS:

- A. Presentation of Annual Employee Safety Awards.

COMMUNICATIONS:

- A. Coalition letter from Mountain Counties Water Resources Association to California Air Resources Board regarding Advanced Clean Fleet regulations.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through October 31, 2023.
- B. Approval of the minutes of the Regular Meeting held on October 11, 2023.
- C. Accept and file the annual Government Code Section 66013 Capacity Charges Report for Fiscal Year 2022-23.
- D. Annual review and submittal of annual report for Policy #1015 – Identity Theft Prevention Program.
- E. Annual review of Policy #2082 – Internet, Email and Social Media Use.

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

SECOND: Director Bohlman

AYES: Mannix, Sipperley, Knudson, Bohlman

NOES: None

ABSTAIN: None

NEW BUSINESS:

- A. Discussion/action to adopt the 2023 Water and Sewer Rate Study.

MOTION: Director Sipperley made a motion to adopt the 2023 Water and Sewer Rate Study.

SECOND: Director Knudson

AYES: Mannix, Knudson, Sipperley, Bohlman

NOES: None

ABSTAIN: None

- B. Discussion/action regarding water and sewer rate increases proposed in the 2023 Water and Sewer Rate Study, including:

1. Authorizing staff to prepare and send a Proposition 218 notice with proposed 5-year schedule of rates; and
2. Setting a public hearing to consider adoption of proposed rates.

MOTION: Director Sipperley made a motion to authorize staff to prepare and send a Proposition 218 notice with the proposed 5-year schedule of rates and set a public hearing on January 10, 2024 to consider adoption of proposed rates.

SECOND: Director Bohlman

AYES: Mannix, Knudson, Sipperley, Bohlman

NOES: None

ABSTAIN: None

- C. Discussion/action to adopt revisions to Policy #2130 – Use of District Vehicles and Equipment.

MOTION: Director Bohlman made a motion to adopt revisions to Policy #2130 – Use of District Vehicles and Equipment.

SECOND: Director Kundson

AYES: Mannix, Knudson, Sipperley, Bohlman

NOES: None

ABSTAIN: None

- D. Discussion/action to adopt revisions to Policy #2140 – Employee Safety Award.

MOTION: Director Bohlman made a motion to adopt revisions to Policy #2140 – Employee Safety Award.

SECOND: Director Mannix

AYES: Mannix, Knudson, Sipperley, Bohlman

NOES: None

ABSTAIN: None

- E. Discussion/action to appoint a Director to fill the vacant Board of Director's seat.

MOTION: Director Sipperley made a motion to appoint Mary Dearborn to fill the vacant Board of Director's seat

SECOND: Director Bohlman
AYES: Mannix, Knudson, Sipperley, Bohlman
NOES: None
ABSTAIN: None

REPORTS:

President and Board Member Reports

- Director Sipperley provided a summary of his tour of the new TUD sewer facility and provided a brief response to the community member comments made during the public comment section of the board meeting.

Fire Chief Report by Chief Gamez

- A verbal summary of the written report was provided by Chief Gamez.
- A verbal summary of the written CERT report was provided by Carol Hallett

Water/Sewer/Park Operations Report Provided by Operations Manager Giambruno

- A verbal summary of the written report was provided.

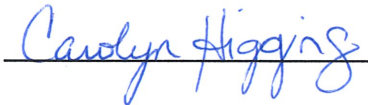
General Manager Report Provided by General Manager Trott

- A verbal summary of the written report was provided.

ADJOURNMENT:

The meeting was adjourned at 11:57 a.m.

Respectfully submitted,



Carolyn Higgins, Finance Officer

APPROVED:



Charlotte Bohlman, Vice President