

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting via Teleconference due to COVID-19**  
**March 10, 2021**

**CALL TO ORDER:** President Sipperley called the meeting to order at 09:02 a.m. The following Directors, Staff, and Community Members were present:

**DIRECTORS:**

Director Sipperley, President  
Director McManus  
Director Mannix  
Director Knudson  
Director deGroot

**STAFF:**

Tom Trott, General Manager  
Neil Gamez, Fire Chief  
Kim Silva, Administrative Coordinator/ Board Secretary  
Lewis Giambruno, Operations Manager  
Carolyn Higgins, Finance Officer

**AUDIENCE:** 1 Attendee.

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

Carol Hallet provided an update regarding CERT and their activity over the last month– including volunteering at the vaccine clinics, UAV deployment and crosswalk assistance.

**PRESENTATIONS:**

- A. Presentation of the flag by Mick Grimes.

**CONSENT AGENDA:**

- A. Presentation and approval of financial statements through February 28, 2021.
- B. Approval of the minutes of the Regular Meeting held on February 10, 2021.

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

***SECOND: Director McManus***

***AYES: Mannix, deGroot, McManus, Sipperley, Knudson***

***NOES: None***

***ABSTAIN:***

**OLD BUSINESS**

- A. None.

**NEW BUSINESS:**

- A. Discussion/action to adopt Resolution #21-07 – Approving the Application for Statewide Park Development and Community Revitalization Program Grant Funds.

**MOTION: Director McManus made a motion to adopt Resolution #21-07 – Approving the Application for Statewide Park Development and Community Revitalization Program Grant Funds.**

**SECOND: Director deGroot**

**AYES: Mannix, deGroot, McManus, Sipperley, Knudson**

**NOES: None**

**ABSTAIN:**

- B. Discussion/action regarding preliminary award of a Proposition 1 Storm Water Grant for the Twain Harte Community Stormwater Enhancement Project.

*GM Trott discussed all of the details of the grant and the board stated that there was no action needed.*

- C. Discussion/action to adopt Resolution #21-08 – Awarding a Services Agreement to the Tuolumne County Resource Conservation District in the Amount of \$72,960 for the Administration of a Proposition 1 Storm Water Grant.

**MOTION: Director McManus made a motion to adopt Resolution #21-08 – Awarding a Services Agreement to the Tuolumne County Resource Conservation District in the Amount of \$72,960 for the Administration of a Proposition 1 Storm Water Grant.**

**SECOND: Director Mannix**

**AYES: Mannix, deGroot, McManus, Sipperley, Knudson**

**NOES: None**

**ABSTAIN:**

- D. Annual review of Policy #1030 - Communications Policy.

*GM Trott discussed the details of the annual review of Policy #1030-Communications Policy and the board started that there was no action needed.*

- E. Discussion/action to approve revisions to Policy #3070 – Encroachment Permits.

**MOTION: Director DeGroot made a motion to approve revisions to Policy #3070 – Encroachment Permits.**

**SECOND: Director Mannix**

**AYES: Mannix, deGroot, McManus, Sipperley, Knudson**

**NOES: None**

**ABSTAIN:**

- F. Discussion/action to approve revisions to Policy #3071 – Construction Code Enforcement.

**MOTION: Director Mannix made a motion to approve revisions to Policy #3071– Construction Code Enforcement.**

**SECOND: Director DeGroot**

**AYES: Mannix, deGroot, McManus, Sipperley, Knudson**

**NOES: None**

**ABSTAIN:**

**REPORTS:**

**President and Board member reports.**

- *President Sipperley provided a report regarding attending the water shed advisory committee of IRWM as well as the most recent TUD meeting.*

**Fire Chief Report by Chief Gamez**

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

**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.*

**Closed Session:** *The Board of Directors convened into closed session at 10:37 a.m.*

- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957: Public Employee Performance Evaluation, General Manager.
- *President Sipperley reconvened the meeting into regular session at 11:36 a.m. with no reportable action.*

**ADJOURNMENT:**

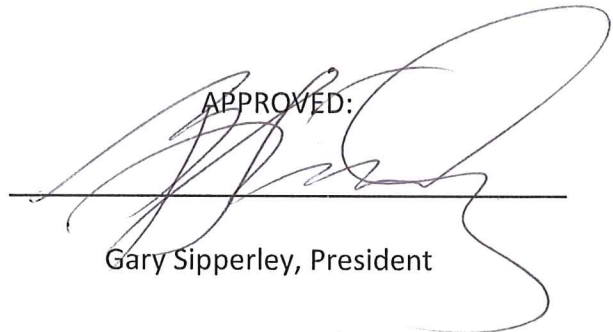
The meeting was adjourned at 11:37a.m.

Respectfully submitted,

  
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Kimberly Silva, Board Secretary

APPROVED:

  
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Gary Sipperley, President