

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting via Teleconference due to COVID-19
November 12, 2020

CALL TO ORDER: President Mannix called the meeting to order at 09:00 a.m. The following Directors, Staff, and Community Members were present:

DIRECTORS:

Director McManus
Director Mannix
Director Knudson
Director deGroot
Director Sipperley

STAFF:

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

AUDIENCE:

2 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

Carol Hallet provided a report on the activities of CERT for the month of October.

PRESENTATIONS:

A. Presentation of Annual Safety Awards.

COMMUNICATIONS:

A. Email from California Special Districts Association – Appreciation for 2020 Legislative Participation.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through October 31, 2020.
- B. Approval of the minutes of the Regular Meeting held on October 14, 2020.
- C. Accept and file the annual Government Code Section 66013 Capacity Charges Report for Fiscal Year 2019-20.
- D. Annual review, submittal of report and approval of revisions for Policy #1015 – Identity Theft Prevention Program.

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

SECOND: Director deGroot

AYES: Mannix, Knudson, deGroot, McManus, Sipperley

NOES: None

ABSENT:

OLD BUSINESS

None

NEW BUSINESS:

- A. Discussion/action to approve revisions to Policy #2002 – Discrimination.

MOTION: Director Sipperley made a motion to approve revisions to Policy #2002 – Discrimination.

SECOND: Director deGroot

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- B. Discussion/action of annual review and approval of revisions to Policy #2082 – Internet, Email and Electronic Communication Ethics, Usage and Security.

MOTION: Director Sipperley made a motion to approve revisions to Policy #2082 – Internet, Email and Electronic Communication Ethics, Usage and Security.

SECOND: Director McManus

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- C. Discussion/action to approve revisions to Policy #3011 – Reserve Policy.

MOTION: Director Sipperley made a motion to approve revisions to Policy #3011 – Reserve Policy.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSTAIN:

- D. Discussion/action adopt proposed Policy #3001 – Memorials in Park Areas.

MOTION: Director Sipperley made a motion to adopt proposed Policy #3001 – Memorials in Park Areas with revisions to numbering in policy.

SECOND: Director Mannix

AYES: Mannix, deGroot, McManus, Sipperley

NOES: None

ABSTAIN: Knudson

- E. Discussion/action regarding participation in a joint powers authority with other Tuolumne County fire agencies to levy a special parcel tax for fire services and review of customer survey results.

MOTION: Director Sipperley made a motion to approve participation in joint powers authority

SECOND: Director McManus

AYES: None

NOES: Mannix, deGroot, McManus, Sipperley, Knudson

ABSENT:

- F. Discussion/action regarding recruitment of Operations Manager, organization structure and potential budget revisions.

MOTION: Director deGroot made a motion giving the GM the discretion to be able to move forward with the recruitment of Operations Manager, organization structure and potential budget revisions.

SECOND: Director Sipperley

AYES: Mannix, deGroot, McManus, Sipperley, Knudson

NOES: None

ABSENT:

REPORTS:

President and Board member reports.

- A verbal summary of board report was given.

Committee Reports

- A verbal summary of the written report was provided.

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

- A verbal summary of the written report was provided.

Fire Chief Report by Chief Gamez

- A verbal summary of the written report was provided.

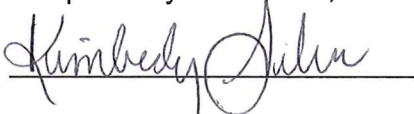
General Manager Report Provided by General Manager Trott

- A verbal summary of the written report was provided.

ADJOURNMENT:

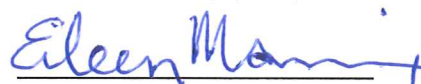
The meeting was adjourned at 10:48 a.m.

Respectfully submitted,



Kimberly Silva, Board Secretary

APPROVED:



Eileen Mannix, President