

**TWAIN HARTE COMMUNITY SERVICES DISTRICT**  
**Board of Directors Regular Meeting**  
**January 9, 2019**

**CALL TO ORDER:** President Sipperley called the meeting to order at 9:00 a.m. The following Directors, Staff, and Community Members were present:

**DIRECTORS:**

Director McManus  
Director Mannix  
Director Johnson  
Director Knudson  
Director Sipperley

**STAFF:**

Tom Trott, General Manager  
Carolyn Higgins, Board Secretary/Finance Officer  
Robb Perry, Operations Manager  
Todd McNeal, Fire Chief – arrived at 9:17 a.m.

**AUDIENCE:**

One member of the public

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

None

**COMMUNICATIONS:**

A. None

**CONSENT AGENDA:**

- A. Presentation and approval of financial statements through December 31, 2018.
- B. Approval of the minutes of the Regular Meeting held on December 12, 2018.

***MOTION: Director Johnson made a motion to approve the consent agenda with one small correction to the minutes – changing the name of the director who seconded the nomination of Director McManus as president.***

***SECOND: Sipperley***

***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:** *Sipperley*

**AYES:** *All Present*

**ABSENT:**

**NEW BUSINESS:**

- A. Discussion/action to adopt Resolution #19-01 – Approval of Fiscal Year 2018-19 Mid-year Budget Adjustment.

**MOTION:** *Director Sipperley made a motion to adopt Resolution #19-01.*

**SECOND:** *Johnson*

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

**ABSENT:**

- B. Discussion/action regarding possible award or rejection of bids for the Million Gallon Tanks Rehabilitation and Interior Recoating Project – Project #200-57-0001.

**MOTION:** *Director Sipperley made a motion to adopt the first version of resolution 19-02 – Awarding a Construction Contract to Paso Robles Tank, Inc in the Amount of \$998,000 for the Million Gallon Tanks Rehabilitation and Interior Recoating Project-Project #200-57-001.*

**SECOND:** *McManus*

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

**ABSENT:**

- C. Discussion regarding self-evaluation of Board performance and improvement opportunities.

The board was pleased with the results

**REPORTS:**

**President and Board Member Report**

- *No reports given*

**Park & Recreation/Citizen Oversight Committee Report Provided by Director Johnson**

- *Discussion items at the committee were:*
  - *The mid-year budget revision.*
  - *The sewer line repair area in the park has been reseeded.*
  - *A potential grant for the new park land.*
  - *Discussion with a member of the public who wanted to comment on creek erosion near the park.*
  - *The status of this year's park donations.*

**Park & Recreation Operations Report Provided by Operations Manager Perry**

- *A summary of the written report was provided.*
- *Staff will be purchasing signs that state overnight parkers will be towed.*

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

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

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

- Discussion items at the committee were:
  - The continuance of the emergency action for Well #3.
  - The million gallon tank recoating project.
  - The proposed mid-year budget revision.

**Fire Committee Report Provided by Director Knudson**

- Discussion items at the committee were:
  - The proposed mid-year budget revision.
  - The county first responder study.

**Fire Chief Report by Chief McNeal**

- A summary of the written report was provided.

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

- Discussion items at the committee were:
  - The proposed mid-year budget revision.
  - Special district representation on LAFCO – a meeting will be held on 1/14/19 at which a decision is anticipated.

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

- A summary of the written report was provided.
- It is anticipated that the sewer system evaluation grant award will be ready for review at the next board meeting.

**ADJOURNMENT:**

The meeting was adjourned at 10:19 a.m.

Respectfully submitted,

  
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Carolyn Higgins, Board Secretary

APPROVED:

  
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Bill McManus, President