

**TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
May 8, 2014**

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 Sipperley, President
Director Maxwell, Vice President
Director Knudson
Director Johnson

STAFF:

Tom Trott, General Manager
Carolyn Higgins, Board Secretary/Finance Officer
Todd McNeal, Fire Chief
Robb Perry, Operations Manager

AUDIENCE:

Firefighter interns/reservists and families; Wes Jordan; Eileen Mannix; Gordon Malloy

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

- A. Introduction & badge pinning for new firefighter interns/reservists – Derek Drown/Operator Intern; Mark Zenuk/Reservist; Kyle Roos/Intern
- B. Wes Jordan thanked Chief McNeal and all others involved for the successful three day CERT training.

COMMUNICATIONS:

None

CONSENT AGENDA:

- A. Approval of financial statements through April 30, 2014.
- B. Approval of the minutes of the Regular Meeting on April 10, 2014.

MOTION TO APPROVE CONSENT ITEMS: Johnson; SECOND: Maxwell; AYES: All

OLD BUSINESS:

None

NEW BUSINESS:

- A. Update on drought conditions and water supply.

GM Trott stated that the district conserved 32% during the last billing period compared to the same time period in the previous year. This consisted of 27% savings from customer usage and 5% from water plant recycling efforts.

GM Trott is concerned that community perception is that the drought is over because the reservoirs are full or nearly full. Trott stipulated that the reason the

reservoirs are full is because the snow pack that usually sustains us throughout the summer has already melted and reached the lake.

Concern remains that there may not be enough water to last throughout the summer if three conditions are not met including: conservation, acquisition of supplemental water sources, and regulatory waivers.

- B. Discussion/Action to authorize the General Manager to enter into emergency construction contracts with Tanko Bros, Inc, to drill and develop a ground water well in an amount not to exceed the amount previously approved for drought emergency actions.

GM Trott stated that although the above contract is below the level required to necessitate a formal bidding process, public contract code has a provision that a district can enter into a contract without formal bidding if an emergency exists, and if this emergency will not permit a delay resulting from a competitive solicitation of bids and if the construction project is necessary to respond to the emergency. GM Trott stated that an amount of \$60,000 was previously approved on February 13, 2014 for the purpose of securing supplemental water sources.

He also stated that CEQA has been completed for this project and due to its emergency classification has received a categorical exemption.

Director Johnson made a motion to declare the drilling of a ground water well as an emergency project and to authorize GM Trott to enter into contracts with Tanko Bros not to exceed the previously approved \$60,000.

MOTION: Johnson; SECOND: Maxwell; AYES: All

- C. Discussion/Action to approve Resolution #14-09, directing preparation of the Engineer's report for the continuation of the Assessment for Fiscal Year 2014-15 for the Twain Harte Community Services District Park and Recreation Maintenance District.

INTRODUCTION OF RESOLUTION #14-09: Maxwell

MOTION: Johnson; SECOND: Knudson

AYES ROLL CALL: Sipperley, Maxwell, Knudson, Johnson

ABSENT:

- D. Interview of applicants for the vacant Board of Director's seat.

Two applicants were interviewed for the vacant Board of Director's Seat – Eileen Mannix and Gordon Malloy.

- E. Discussion/Appointment of new Board of Director.

Nomination of Eileen Mannix to fill the vacant Board of Director position for the remainder of the term: Sipperley

Second: Maxwell

Ayes: All

President Sipperley thanked Gordon Malloy for his past service and his willingness to serve once again.

REPORTS:

President & Board Member Report

- President Sipperley thanked Chief McNeal for his involvement in the recent CERT training

Park & Recreation Committee and Operations Report

- The drought and how it may affect the park watering is still a major concern and the Park Committee has decided to take it day by day.
- The Community Garden group approached the District and asked for 250 gallons of water per week for the gardeners. The District stated that they can use 250 gallons/week of the districts recycled raw water if the community group arranges for the pick-up and delivery of it. In addition, the district is asking that signs be posted at the Community Garden stating that the water is recycled water.
- A dead tree at the park has been removed

Water/Sewer Committee and Operations Report

- Operations Manager Perry stated that Shadybrook has been approved as a primary source of water.
- A new CDPH regulator visited and familiarized themselves with Shadybrook and the Treatment Plant.
- Operations Manager Perry has contacted Cal Rural Water to assist with leak detection and hopes to schedule the inspection in June.
- President Sipperley asked if staff can submit a picture of our recycled water program to the CSDA magazine.
- Operations Manager Perry will be looking into bids for further slip lining.
- The electrical on the Vac Truck is being repaired with a scheduled completion date within the next week.

Fire Committee and Fire Chief Report

- Chief McNeal presented progress pictures of the new fire engine.
- The month of May will contain many wild land training refresher courses
- The website will be updated with defensible space how-to's and reminders

Finance/Admin Committee and Finance Officer Report

- Second draft of the 14/15 budget will be presented at the June board meeting for board approval.

General Manager Report

- GM Trott thanked staff for efforts during this emergency drought period.
- Capital improvement plans will be presented at the June board meeting for board approval.
- A board orientation packet will be compiled for the newly appointed board member.

ADJOURNMENT

The Regular Meeting was adjourned at 11:45 a.m.

Respectfully submitted,


Carolyn Higgins, Board Secretary

APPROVED:


Gary Sipperley, President