

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
May 10, 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 deGroot
Director Bohlman

STAFF:

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

AUDIENCE: 3 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

CONSENT AGENDA:

- A. Presentation and approval of financial statements through April 30, 2023.
- B. Approval of the minutes of the Regular Meeting held on April 12, 2023.
- C. Discussion/action to adopt Resolution #23-09 – Intention to Continue Assessments for Fiscal Year 2023-24, Approval of Preliminary Engineer’s Report and Notice of Hearing for the Park and Recreation Maintenance District.
- D. Discussion/action to adopt Resolution #23-10 – Intention to Continue Assessments for Fiscal Year 2023-24, Approval of Preliminary Engineer’s Report and Notice of Hearing for the Fire and Rescue Assessment District.
- E. Discussion/action to adopt Resolution #23-11 – Intention to Continue Assessments for Fiscal Year 2023-24, Approval of Preliminary Engineer’s Report and Notice of Hearing for the Fire Protection and Emergency Response Services Assessment District.

MOTION: Director Sipperley made a motion to accept the consent agenda in its entirety with the correction of the minor grammatical error in the April 12, 2023 meeting minutes.

SECOND: Director Bohlman

AYES: Mannix, Sipperley, Knudson, deGroot, Bohlman

NOES: None

ABSTAIN: None

NEW BUSINESS:

- A. Discussion/action to adopt Resolution #23-12 – Declaring an Operations Division Equipment Trailer and 2016 Ford Expedition Chief Coverage Vehicle as Surplus Property.
- MOTION: Director deGroot made a motion to adopt Resolution #23-12 – Declaring an Operations Division Equipment Trailer and 2016 Ford Expedition Chief Coverage Vehicle as Surplus Property.**
- SECOND: Director Knudson**
- AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman**
- NOES: None**
- ABSTAIN: None**
- B. Discussion/action to adopt Resolution #23-13 – Approving a Fiscal Year 2022-23 Fire Fund Budget Adjustment in the Amount of \$8,100 for the Chief Coverage Vehicle Replacement.
- MOTION: Director Sipperley made a motion to adopt Resolution #23-13 – Approving a Fiscal Year 2022-23 Fire Fund Budget Adjustment in the Amount of \$8,100 for the Chief Coverage Vehicle Replacement.**
- SECOND: Director deGroot**
- AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman**
- NOES: None**
- ABSTAIN: None**
- C. Discussion/action to adopt Resolution #23-14 – Approving Fiscal Year 2022-23 Water and Sewer Funds Budget Adjustments for Replacement of Truck #3 and Truck #4.
- MOTION: Director deGroot made a motion to adopt Resolution #23-14 – Approving Fiscal Year 2022-23 Water and Sewer Funds Budget Adjustments for Replacement of Truck #3 and Truck #4.**
- SECOND: Director Sipperley**
- AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman**
- NOES: None**
- ABSTAIN: None**
- D. Discussion/action to adopt the 20-Year Vehicle/Equipment Replacement Plan for Fiscal Year 2023-24.
- MOTION: Director Sipperley made a motion to adopt the 20-Year Vehicle/Equipment Replacement Plan for Fiscal Year 2023-24.**
- SECOND: Director Bohlman**
- AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman**
- NOES: None**
- ABSTAIN: None**
- E. Discussion/action to adopt Resolution #23-15 – Amending the Fiscal Year 2022-23 Salary Plan to Add a Utility Maintenance Worker Position.
- MOTION: Director Sipperley made a motion to adopt Resolution #23-15 – Amending the Fiscal Year 2022-23 Salary Plan to Add a Utility Maintenance Worker Position.**
- SECOND: Director Bohlman**
- AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman**

NOES: None

ABSTAIN: None

- F. Discussion/action to adopt Resolution #23-16 – Approving a Memorandum of Understanding with the Stanislaus Consolidated Firefighters L3399, IAFF.
MOTION: Director Sipperley made a motion to adopt Resolution #23-16 – Approving a Memorandum of Understanding with the Stanislaus Consolidated Firefighters L3399, IAFF.
SECOND: Director deGroot
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- G. Discussion/action to approve proposed revisions to Policy #2010 – Employee Compensation, Hours of Work and Overtime.
MOTION: Director Bohlman made a motion to approve proposed revisions to Policy #2010 – Employee Compensation, Hours of Work and Overtime.
SECOND: Director Sipperley
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- H. Discussion/action to approve proposed revisions to Policy #2040 – Sick Leave.
MOTION: Director deGroot made a motion to approve proposed revisions to Policy #2040 – Sick Leave.
SECOND: Director Bohlman
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- I. Discussion/action to adopt Resolution #23-17 – Awarding a Construction Contract to Paso Robles Tank, Inc. in the Amount of \$923,069 for the Million Gallon Tank #2 Rehabilitation Project – Project #200-57-0002.
MOTION: Director Sipperley made a motion to adopt Resolution #23-17 – Awarding a Construction Contract to Paso Robles Tank, Inc. in the Amount of \$923,069 for the Million Gallon Tank #2 Rehabilitation Project – Project #200-57-0002.
SECOND: Director Knudson
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman
NOES: None
ABSTAIN: None
- J. Discussion/action to adopt Resolution #23-18 – Awarding a Contract to Public Restroom Company for Prefabricated Restrooms for the Twain Harte Meadows Park Project.
MOTION: Director deGroot made a motion to adopt Resolution #23-18 – Awarding a Contract to Public Restroom Company for Prefabricated Restrooms for the Twain Harte Meadows Park Project.
SECOND: Director Bohlman
AYES: Mannix, Knudson, Sipperley, deGroot, Bohlman

NOES: None
ABSTAIN: None

- K. Discussion/action regarding schedule for completing the Water and Sewer Rate Study, updating District Water and Sewer Ordinances, and proposing rate changes.
The Board provided direction to GM Trott to move forward with the proposed timeline for the rate study, ordinances and proposing rate changes with a plan to begin discussions at the July 2023 Board Meeting.

REPORTS:

President and Board Member Reports

-No report.

Fire Chief Report by Chief Gamez

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

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 10:20 a.m.*

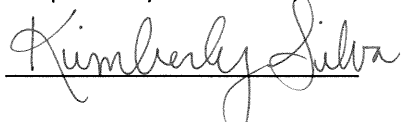
- A. With respect to every item of business to be discussed in closed session pursuant to Section 54957: Public Employee Performance Evaluation, General Manager.

President Mannix reconvened the meeting into regular session at 11:48 a.m. with no reportable action.

ADJOURNMENT:

The meeting was adjourned at 11:49 a.m.

Respectfully submitted,



Kimberly Silva, Board Secretary

APPROVED:



Eileen Mannix, President