

TWAIN HARTE COMMUNITY SERVICES DISTRICT
Board of Directors Regular Meeting
August 10, 2022

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

DIRECTORS:

Director Sipperley, President
Director Mannix
Director Knudson
Director Bohlman
Director deGroot - ABSENT

STAFF:

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

AUDIENCE: 10 Attendees

PUBLIC COMMENT ON NON-AGENDIZED ITEMS:

No public comment.

CORRESPONDENCE:

- A. Letter from CERT – Thanks for ExtendoBed Installation help.
- B. Letter from Gearhead Revival Committee – Gearhead Revival Car Show Donation to Twain Harte Meadows Park Donation.
- C. Email from Customer – Bret Harte Drive - Regarding Sewer Lateral Disconnect.
The Board reviewed the appeal from the customer along with the additional email correspondence between GM Trott and the customer. The Board provided direction to GM Trott to move up the timeline on the review of both our water and sewer ordinances this year. The Board also stated that a written response be provided to the customer written by President Sipperley.

MOTION: Director Bohlman made a motion to deny the customer's appeal.

SECOND: Director Mannix

AYES: Mannix, Sipperley, Knudson, Bohlman

NOES: None

ABSTAIN: None

ABSENT: deGroot

CONSENT AGENDA:

- A. Presentation and approval of financial statements through July 31, 2022
- B. Approval of the minutes of the Regular Meeting held on July 13, 2022.

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

SECOND: Director Knudson

AYES: Mannix, Sipperley, Knudson, Bohlman

NOES: None

ABSTAIN: None

ABSENT: deGroot

NEW BUSINESS:

- A. Discussion/action regarding potential cost-sharing to upgrade the Twain Harte Wastewater Treatment Plant.

TUD General Manager Don Perkins presented on the Twain Harte Wastewater Treatment Plant upgrade project and the potential cost-sharing with THCS D as the plant serves a majority of District customers. The Board provided direction that THCS D work closely with TUD throughout the process and form an ad hoc committee to further discuss what the potential cost-sharing might look like.

- B. Discussion/action regarding timing of completing a water and sewer rate study.
The Board provided direction to GM Trott the finish the rate study by the end of this calendar year with the goal of a rate increase going into effect in July 2023. Working closely with TUD and a timeline that matches their rate increase plans as well.

- C. Update on vegetation management compliance on vacant lots and continued discussion regarding methods of enforcement.
Chief Gamez provided an update on the vacant lot vegetation management compliance and the continued success seen by prevention through education not citation.

- D. Discussion/action to authorize the General Manager to enter into a Grant Administration and Local Project Sponsor Agreement with the Tuolumne-Stanislaus Integrated Water Management Authority for a \$1,275,000 Urban and Multi-Benefit Drought Relief Grant to complete the Million Gallon Tank #2 Rehabilitation Project.

MOTION: Director Mannix made a motion to authorize the General Manager to enter into a Grant Administration and Local Project Sponsor Agreement with the Tuolumne-Stanislaus Integrated Water Management Authority for a \$1,275,000 Urban and Multi-Benefit Drought Relief Grant to complete the Million Gallon Tank #2 Rehabilitation Project.

SECOND: Director Bohlman

AYES: Mannix, Sipperley, Knudson, Bohlman

NOES: None

ABSTAIN: None

ABSENT: deGroot

- E. Discussion/action to adopt Resolution #22-29 – Approval of Revised Fiscal Year 2022-23 Salary Plan.

MOTION: Director Bohlman made a motion to adopt Resolution #22-29 – Approval of Revised Fiscal Year 2022-23.

SECOND: Director Knudson

AYES: Mannix, Sipperley, Knudson, Bohlman

NOES: None
ABSTAIN: None
ABSENT: deGroot

F. Discussion/action to review the District's Conflict of Interest Code.

MOTION: Director Sipperley made a motion to accept the District's Conflict of Interest Code.

SECOND: Director Bohlman

AYES: Mannix, Sipperley, Knudson, Bohlman

NOES: None

ABSTAIN: None

ABSENT: deGroot

REPORTS:

President and Board Member Reports.

- Director Bohlman provided a report regarding her attendance of the CSDA Legislative Days and stated she attended a seminar regarding the permitting process.
- President Sipperley reported that he attended the IRWM-JPA meeting in July at the Jamestown Sanitary District.

Fire Chief Report by Chief Gamez

- A verbal summary of the written report was provided by Chief Gamez and Carol Hallet from CERT provided a verbal summary of her report as well.

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 11 :10 a.m.

- A. Conference with Legal Counsel – Anticipated Litigation: Significant exposure to litigation pursuant to Government Code Section 54956.9(b) (1 case)

President Sipperley reconvened the meeting into regular session at 11:24 a.m. with no reportable action.

ADJOURNMENT:

The meeting was adjourned at 11:24 a.m.

Respectfully submitted,



Kimberly Silva, Board Secretary

APPROVED:



Gary Sipperley, President