

Pine Grove Community Services District

State Water System ID#0310005

19840 State Highway 88

PO Box 367209

Pine Grove CA 95665-0367

phone: 296-7188

fax: 296-7189

pgcomser@volcano.net

Board of Directors Meeting Summary of Meeting Minutes

Pine Grove, Amador County, California
This meeting was tape-recorded

Wednesday, July 25, 2018
2:00 pm

The Board of Directors of the *Pine Grove Community Services District* met at its office, 19840 State Highway 88, Pine Grove, California, adjacent to the Pine Grove Community Fire House, on the above date and time, at which the following proceedings took place.

Directors Present:	President	- Mr. Robert G. Blair
	Director	- Mr. Paul G. Johnston
	Vice President	- Mr. Rick Schultz
	Director	- Mr. Jay D. Ollig
	Director, Finance	- Rich Schlaman
Staff Present:	Office Manager	- Lori Arnberg
	Water and Park Manager	- Russell Howard

At 2:00 p.m. Board President Robert Blair called to order today's Board of Directors meeting of the *Pine Grove Community Services District*.

CORRESPONDENCE REGISTER

President Blair invited the Directors to take note of the following items in the Register:

1. AWA minutes & agendas - on clipboard
2. County / LAFCO / Upcountry Council notices - on clipboard
3. CRWA/CSDA/Senator's update and information - on inside bulletin board

STAFF REPORTS

Office Manager's Report -

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- Meeting minutes from July 2011 reviewed
 - MOTION was called for by Bd. President Blair: Director Ollig moved, Director Schlaman seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman and Ollig the Board offered approval to accept the meeting minutes from 7/11/2018 with no dissenting nor abstention votes.
- Web Site – Biographies are needed from 3 Board Directors. The Office Manager will be meeting with the Web Designer on Tuesday at 11:00.
- The returned retainer check from the District's previous Attorney for \$5,000 was received.
- Office painting and carpeting – the work is complete and Russ and Michael did an outstanding job moving furniture and cleaning.

OLD BUSINESS ~ items to Review for Discussion and Possible Action

➤ None at this time

1. NEW BUSINESS ITEMS –

Director Johnston asked if the Attorney should be present at the meeting with our Waterboard Project Manager; it was determined that his presence is not necessary at this time.

COMMITTEE REPORTS

Water Committee - Director Ollig and Vice President Schultz

- Regarding the water tank project:
The exemption letter from the County has been received for this project. The Directors discussed the need for a bridge loan from the County and the costs associated.
- Regarding the well/raw water/cemetery projects:
 - Director Schultz stated that the project is on hold while waiting for the surveyor and County regarding telephone poles.
- Regarding the Water Loss Analysis - Director Ollig commented that this is being updated.
- Meter replacement Grant – The application has been posted on the State portal and a number has been assigned.

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- **Personnel & Safety Committee - Director Johnston and President Blair**
 - The 90-day evaluation was completed with the Water Manager's Assistant, Michael Murphy.
- 3. Pine Grove Community Service District Park** – President Blair recommended we charge a \$25.00 fee for non-profits for park use to cover expenses. Director Ollig recommended that we work with the accountant to develop a cost analysis and determine charges based on the outcome.

Governmental Affairs Committee –

- Director Schlaman asked if we have received a response from our request for the fire department to pay 100% of the PG and E and Wastewater bills; we have not received an answer to this but have sent an inquiry.

Grants & Finance Committee – Director Schlaman - None

CLOSED SESSION – Staffing and Personnel

DIRECTOR & STAFF ADDITIONAL COMMENTS – None

ADJOURNMENT

As there were no additional comments and with Board acceptance, Vice President Blair adjourned today's Board of Directors Meeting at 3:10 p.m.

**** DATES TO REMEMBER ****

Wednesday August 8th – Board meeting in office 9:00 a.m. – Mr. Chan will join us at 10:00

Wednesday August 15, 2018 – Water rate meeting at PG Mobile park – 6:00 p.m.

Wednesday August 22, 2018 – Board meeting in office 2:00 p.m.

Respectfully submitted,

Lori Arnberg, Secretary to the Board of Directors