

# *Pine Grove Community Services District*

State Water System ID#0310005

19840 State Highway 88 at Irish Town Road  
209/ phone: 296-7188/fax: 296-7189

pgcomser@volcano.net P O Box 367  
Pine Grove CA 95665-0367

## **Board of Directors Meeting**

~ Summary of Meeting Minutes ~

This meeting was tape-recorded

Pine Grove, Amador County, California

Wednesday September 26, 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.

<b>Directors Present:</b>	President	-- Mr. Robert G. Blair
	Director	-- Mr. Paul G. Johnston
	Vice President	-- Mr. Rick Schultz
	Director, Financial Officer	-- Mr. Jay D. Ollig
	Director	-- Rich Schlaman

<b>Staff Present:</b>	Office Manager	-- Lori Arnberg
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At 2:00 pm 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

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## STAFF REPORTS

### Office Manager's Report -

- Meeting minutes from 9/12/2018 were reviewed
- MOTION was called for by Bd. President Blair: Director Johnston moved, Director Schultz seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman and Ollig the Board offered approval to accept the meeting minutes from 9/12/2018.
- Pearson's tree service removed the tree on Hooper today. The Hooper repair has been completed by Armstrong.
- Insurance payment - The district will be receiving a \$1,000 refund from the insurer of the vehicle that hit our fire hydrant.

### OLD BUSINESS ~ items to Review for Discussion and Possible Action

- None at this time

### 1. NEW BUSINESS ITEMS -

- August Goals moved to this agenda:  
CA conflict of interest reviewed  
Grievance and harassment policies reviewed  
District investment policy reviewed
- Renegotiation of AWA contract - The Office Manager requested board approval to meet with AWA regarding the contracts; all Board of Directors agreed.
- USDA funding for infrastructure replacement - Angela from CRWA will be here on October 4<sup>th</sup> to discuss possible loan and grant funding from the USDA.

## COMMITTEE REPORTS

### Water Committee - Director Ollig and Vice President Schultz

- Regarding the water tank project:  
The Waterboards Finance team has not connected with us regarding the Tank replacement grant. Liam Bailey, Engineer submitted documentation regarding the stress on the CAWP system if our current tanks fail; Gary Chan from Waterboards is presenting this information to his Supervisor to see if this project can be moved up on the priority list.

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## COMMITTEE REPORTS CONT.

### Regarding the well/raw water projects:

- Director Schultz reported that this project is still on hold while waiting for the County and PUC to respond.
- Regarding the Water Loss Analysis The current analysis was reviewed and shows a decrease in water loss.
- Meter replacement Grant – The Office Manager is working with Gary Chan from Waterboards to complete the application for the Meter Grant. Director Ollig stated that the Environmental report is expected to be complete by the end of October or sooner.

### **Personnel & Safety Committee - Director Johnston and President Blair**

1. Medical Benefits - Director Johnston will put together a formal recommendation. Recommendations from the District's Attorney and the Accountant were distributed and reviewed.
2. Harassment training – Completed by two Board Members. A classroom training is not available.

**Community Park Committee** – No new reports at this time.

**Governmental Affairs Committee** – No new reports at this time.

### **Grants & Finance Committee - Vice President Schultz and Director Ollig –**

- July and August Financial statements were reviewed by Director Ollig.

MOTION was called for by Bd. President Blair: Director Johnston moved, Director Schultz seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman and Ollig the Board offered approval to accept the July and August 2018 financial statements.

Audit Draft – The Audit draft was reviewed.

MOTION was called for by Bd. President Blair: Director Johnston moved, Director Schlaman seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman and Ollig the Board offered approval to accept the FY 2017 audit draft. The Audit Letter was signed by President Blair.

### **CLOSED SESSION – General Manager –**

MOTION was called for by Bd. President Blair: Director Johnston moved, Director Schlaman seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman and Ollig the Board offered approval to appoint Lori Arnberg as the District's General Manager effective October 1, 2018.

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## **DIRECTOR & STAFF ADDITIONAL COMMENTS – None**

### **ADJOURNMENT**

As there were no additional comments and with Board acceptance, Board President Blair adjourned today's Board of Directors Meeting at 3:45 p.m.

### **\*\* DATES TO REMEMBER \*\***

October 3, 2018 – Special Meeting regarding the direction of the District, this meeting will include staffing and equipment. 9:00 a.m. in the office.

October 4, 2018 – Special Meeting regarding USDA funding for infrastructure replacement – 10:00 in the office

October 9, 2018 – Regular meeting in office 8:50 a.m. – please note that there will be a telephone conference with Gary Chan from Waterboards at 9:00.

October 24, 2018 – Regular meeting in office 2:00 p.m. (please note, the Board Clerk will not be in attendance – see below).

October 22-24 – Lori Arnberg will be attending the Board Clerk conference

Respectfully submitted,

Lori Arnberg, Clerk to the Board of Directors