

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, January 9, 2019
9:00 a.m.

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. Richard Schultz
	Director	-- Mr. Paul G. Johnston
	Vice President	-- Robert Blair
	Director	-- Mr. Jay D. Ollig
	Director	-- Mr. Richard Schlaman
Staff Present:	Office Manager	-- Lori Arnberg
	Water Operator Assistant	-- Michael Murray
Guests:	Engineer	-- Mr. Liam Bailey
	Waterboards	-- Mr. Gary Chan via teleconference

At 9:25 a.m. Board President Richard Schultz called to order today's Board of Directors meeting of the ~ **Pine Grove Community Services District.** ~

CORRESPONDENCE REGISTER

President Schultz 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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Guest Reports:

- Gary Chan, Waterboards, will review information sent from Engineer, Liam Bailey, regarding the Meter project costing. Once the final cost is agreed upon the Tank and Meter projects will be combined. The financial representative from Waterboards has been requesting and receiving documents from the District. Liam Bailey confirmed that the Environmental Report for the Meter project had been submitted. Gary Chan estimates that final approval will likely not occur until July (next fiscal year).
- Liam Bailey reviewed information needed regarding the well to cemetery and park project. The Water Manager will test the park sprinklers to assure they can operate at 20 psi and Liam Bailey will continue to seek information from Tom Hunt regarding the well pump capacity. The Water Committee will meet on 1/16/2019 at 9:30 to discuss this and other projects.

STAFF REPORTS

General Manager's Report -

- Mtg minutes 12/12/2018 were reviewed by the Board.
MOTION was called for by Bd. President Schultz: Director Ollig moved, Director Johnston seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman, and Ollig the Board offered approval to accept the meeting minutes from Meeting Minutes from 12/12/2018.
. AT & T check received on 1/4/2018 for \$1,346.64
- The LAFCO update has been filed and Lori will attend a review meeting with the Board on 1/17/2019.
- A draft emergency response plan was distributed for the Board to review at their leisure.
- A discussion regarding possibly increasing the current bulk water rate was held. Director Ollig recommended that we wait until we have more information on costs from the Raw Water project and all agreed.
- Web site maintenance - monthly maintenance cost of \$50 per month was approved to maintain the web site.
- Dental Plan - The General Manager requested permission to apply for an employer sponsored dental plan with the cost withdrawn monthly from participant paychecks, the Directors approved this.

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Water Manager's Report – Please see written report

OLD BUSINESS ~ items to Review for Discussion and Possible Action

- AT and T lease – Vice President Blair and Director Johnston will schedule a phone conference with the contact
- Hwy. 88 Project – The Water Committee will review costs to move lines effected by the project and submit a request for funds from the project's budget.

1. NEW BUSINESS ITEMS –

- ◆ January – Establish Goals – this item was completed in the Strategic Plan
- ◆ CA 700 form – completed and signed by all Directors
- ◆ New Laws for 2019 were reviewed by the Directors. The GM will update the rules and regulations accordingly.

COMMITTEE REPORTS

Water Committee - Director Ollig and Vice President Schultz

- Regarding the water tank project: Will combine with Meter project.
- Regarding the well/raw water/cemetery projects: President Schultz received the final easement and the Water Committee is waiting on a date from the Cemetery contacts to meet.
- Regarding the Water Loss Analysis Updates will be presented after the next meter read.
 - Meter replacement Grant – This project will be combined with the Tank Project. Engineer, Liam Bailey is working on defining the cost analysis for Waterboards.
- **Personnel & Safety Committee - Director Johnston and Vice President Blair** –No updates at this time
- **3. Pine Grove Community Service District Park – Vice President Blair and Director Johnston** –
 - A bid for Cut Above Landscaping to prune shrubs and trees and remove one tree that is causing sidewalk damage was approved.

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- Director Johnston and Vice President Blair will meet with the PG Improvement Committee on Monday to discuss holding an Easter Egg hunt in the park.
- Director Johnston reported that the county and the City of Jackson are adding costs to new residential buildings to help fund park maintenance; we will contact Supervisor, Frank Axe, to see if we can be allocated part of the funds or add a cost for new PG building on our own.

Governmental Affairs Committee – No updates at this time.

Grants & Finance Committee – Director Schlaman –

- The GM and Director Schlaman will meet with MAC/AWA connections to draft a grant from MAC to cover the cost of the commercial meters.
- The GM will work with the Water Committee on a grant for the Raw Water project from Prop. 68 funds.

Project Costing – Director Ollig –

- A bid to replace a fire hydrant from Campbell construction was approved; other Contractors invited to bid have not responded.

CLOSED SESSION – None

DIRECTOR & STAFF ADDITIONAL COMMENTS – None

ADJOURNMENT

As there were no additional comments and with Board acceptance, President Schultz adjourned today's Board of Directors Meeting at 10:25 a.m.

**** DATES TO REMEMBER ****

- January 21st – Office closed in observation of Martin Luther King Day
- January 14th at 10:00 Park committee meeting
- January 16th at 9:30 Water committee Meeting
- Regular Board Meeting January 23rd – 2:00

Respectfully submitted,

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Lori Arnberg, Clerk to the Board of Directors