

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, November 14, 2018
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. Robert G. Blair
	Director	-- Mr. Paul G. Johnston
	Vice President	-- Mr. Rick Schultz
	Director	-- Mr. Jay D. Ollig
	Director	-- Mr. Richard Schlaman

Staff Present:	Office Manager	-- Lori Arnberg
	Water and Park Manager	-- Russell Howard

Guests:	Engineer	-- Mr. Liam Bailey
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At 9:00 a.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

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STAFF REPORTS

General Manager's Report -

- Mtg minutes 10/24/2018 and 10/30/2018 were reviewed by the Board.
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 Meeting Minutes from 10/24/2018 and 10/30/2018 were reviewed by the Board of Directors.
- AT & T check received on 11/2/2018 for \$1,307.42
- Board Clerk Training - Lori thanked the Board for approving expenses for this training. It was noted in the training that functions attended outside the regular meetings that require travel should be documented in advance in the meeting minutes to assure insurance coverage.
- The Blankenheims voiced some concerns about not receiving notification prior to work being done on the tank property. The General Manager will attempt to build better communications.
- CRWA training for the Water Technician Assistant
- 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 spend funds for this training.

Water Manager's Report - Please see written report

OLD BUSINESS ~ items to Review for Discussion and Possible Action

- Staff benefits - The Broker is processing the required paperwork that was submitted by the General Manager.
- AT & T Lease - All board of Directors approved the draft letter from the Attorney in response to extending the lease for 15 years but with payment changes from their offer.
- Draft Strategic Plan - Deferred to next meeting

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1. NEW BUSINESS ITEMS –

- ◆ November Goals – Election of Officers
- ◆ MOTION was called for by Bd. President Blair: Director Johnston moved, Director Ollig seconded, and with Aye votes by Directors Blair, Johnston, Schultz, Schlaman, and Ollig the Board offered approval for Vice President Richard Schultz to become the President and President Robert Blair will become the Vice President effective January 2019.

COMMITTEE REPORTS

Water Committee - Director Ollig and Vice President Schultz

- Regarding the water tank project:
Gary Chan was not available for this meeting. The Meter and Tank items are all submitted and the Directors will consider combining the projects.
Regarding the well/raw water/cemetery projects:
 - Director Schultz reviewed the current agreement and map for the easement. President Blair will have the documents notarized and then Vice President Schultz will submit them.
- Regarding the Water Loss Analysis - Director Ollig noted that current information will be available at the next meeting as we will have our new meter reads completed.
 - Meter replacement Grant – All documents have been submitted.
- **Personnel & Safety Committee - Director Johnston and President Blair** No update at this time.

3. Pine Grove Community Service District Park – No updates at this time.

Governmental Affairs Committee – Nothing at this time.

- Director Schlaman shared information on potential funding through the disadvantaged community process that was outlined at the MAC meeting. Director Schlaman and the General Manager will follow up with Richard Farrington, an AWA Board member, who is involved with the process.

Grants & Finance Committee – Director Schlaman – the monthly LAIF summary was reviewed. Director Schlaman will move some funds to CDs with higher interest earning potential.

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Project Costing – Director Ollig –

- Liam Bailey submitted and reviewed a proposal to design a “Water Model” for the District’s system. The model will assist the district in current and long-term planning as we replace meters and water lines.

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 for Liam Bailey to develop the Water Model for the District’s system.

- Liam Bailey submitted and reviewed estimates from the Environmental Group for the future infrastructure replacement project.

CLOSED SESSION – None

DIRECTOR & STAFF ADDITIONAL COMMENTS – None

ADJOURNMENT

As there were no additional comments and with Board acceptance, President Blair adjourned today’s Board of Directors Meeting at 11:30 a.m.

**** DATES TO REMEMBER ****

- November 22nd and 23rd – Thanksgiving Holiday – Office will be closed
- November 28th regular board meeting in Office – 2:00
- November 30th – General Manager is on vacation
- December 12th – Regular meeting in office 9:00 a.m.
- December 26th – Afternoon meeting cancelled

Respectfully submitted,

Lori Arnberg, Clerk to the Board of Directors