

# *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 28, 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	-- Mr. Rich Schlaman

<b>Staff Present:</b>	Water Manager	-- Russ Howard
	General Manager	-- Lori Arnberg

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

### General Manager's Report -

- Meeting minutes from November 14, 2018 were reviewed by the Directors.  
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 meeting minutes for November 14,2018.
- Message Board - We are now able to program the electronic board at its full capacity and the General Manager asked the Board for permission to arrange for the old board to be moved to the town hall for the PG Improvement group. All Directors agreed to moving the old board and Director Johnston asked that the top with our name on it be kept.

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

- AT and T lease agreement - we have not heard back from their representatives since submitting our response.
- Draft Strategic Plan - the draft strategic plan was reviewed by all Directors and they agreed to adopt the plan with revisions made as needed. Director Ollig recommended that we add a plan for park funding should the AT and T funds go away; President Blair and Director Johnston will meet to discuss this item.

### 1. NEW BUSINESS ITEMS - None

## COMMITTEE REPORTS

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

- Regarding the water tank project:
  - Directors Schultz has been in contact with the back-up project Manager at Waterboards to discuss combining the Tank and Meter projects, however, the back-up Project Manager is unable to help with this. Director Schultz will ask that Waterboards Financial team connect with us to complete the financial review.
- Regarding the water Meter project:
  - No updates at this time
- Regarding the well/raw water projects:
  - Director Schultz has the final information requested from Public Works to complete the Easement. The General Manager has requested a meeting with the cemetery trustees.

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- Regarding the Water Loss Analysis – The Water Loss Analysis was reviewed and indicated that our losses have lessened since several recent repairs.

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

1. President Blair asked for clarification on contractor's responsibility to follow OSHA guidelines as it pertains to the Tank Project.

**Community Park Committee - 1)** President Blair recommended that the District consider replacing some of the park benches that are significantly weathered. The Park committee will schedule time to do a walk-through of the park to determine needs.

2) Director Johnston announced that Assistant Water operator, Michael Murray will be at a CRWA training next week.

**Governmental Affairs Committee** – Director Schlaman and Director Ollig reviewed the response from LAFCO responding to our inquiry on taxes collected by the County.

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

- Director Schlaman and the GM will be meeting with members of the AWA Board to look at potential grant funds to replace the commercial Meters.
- October financials were reviewed by the Directors.
- 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 to accept the financial report for October 2018.
- The LAIF statement was reviewed
- **Project Costing** - Director Ollig reported that he has met with some dealerships to get prices on a new utility vehicle.

**CLOSED SESSION** – Personnel

**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 \*\***

- December 12<sup>th</sup> – Regular meeting in office 9:00 a.m.
- December 25<sup>th</sup> – Office closed for Christmas Day

Respectfully Submitted – Lori Arnberg, Clerk of the Board of Directors