

# ***Pine Grove Community Services District***

State Water System ID#0310005

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## **BOARD of DIRECTORS**

**Robert G. Blair, Board President and Director**

**R.J. Rick Schultz, Board Vice President**

**Paul G. Johnston, Director**

**Jay D. Ollig, Director**

**Richard Schlaman, Finance Director**

### **Staff**

**Russell Howard – Water Manager**

**Lori Arnberg – Office Manager**

**Michael Murray – Asst. Water Tech.**

### **Guests**

**Gary Chan – Waterboards – via teleconference**

**Angela Wendele – Circuit Rider CRWA**

**Frank Axe – County Supervisor**

**Purpose: This District provides domestic and commercial water supply and park services to the central area of the Townsite of Pine Grove, Amador County, California.**

Please Note: All Board of Directors meetings are tape recorded.

**Public hearing items will commence no sooner than the time listed on the agenda.**

With respect to CA SB 343: Documents & material relating to an open session agenda item that are provided to the *Pine Grove Community Services District* Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the *Pine Grove C.S.D.* office, 19840 State Highway 88, Pine Grove CA.

All proceedings are conducted in English. The Board is committed to making its proceedings accessible to all citizens. Individuals with who need a disability-related modification or accommodation to participate in this meeting may call 209/296-7188 or fax 209/296-7189. All requests must be made at least two full, regular business days (Monday thru Friday), prior to the meeting.

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## **Regular Board Meeting Agenda**

**DATE: Wednesday September 12, 2018**

**TIME: 9:00 a.m.**

**LOCATION: Pine Grove Fire House Building, N Irishtown Rd @ Hwy 88, Pine Grove**

**AGENDA: Approval of agenda for this date. Any and all items added to this agenda must be approved by the Board, pursuant to Government Code Section 54954.2.**

### **ADDITIONS TO THE AGENDA**

Items added to the agenda must be approved by the Board pursuant to Government Code 54954.2.

### **CLOSED SESSION –**

**PUBLIC COMMENT FOR MATTERS NOT ON THE AGENDA:** Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the *Pine Grove Community Services District*; however, matters that require action will be referred to staff and/or Committee for recommendation of possible action at a subsequent Board meeting. At the discretion of the Board, a time limit may be imposed.

### **CORRESPONDENCE REGISTER**

1. A.W.A. Information, including Minutes and Agenda/s - on clipboard
2. Amador County & LAFCO notices - on clipboard
3. C.R.W.A./C.S.D.A./Senator's Updates & Information - on inside office bulletin board

## **2. STAFF REPORTS ~ Items for Discussion and Possible Action**

### **Office Manager's Report**

- Mtg minutes 8/15/2018
- Mtg Minutes 8/22/2018
- AT & T check received on 9/4/2018 for \$1,307.42
- Harassment training – Haven't found a local class
- PG Improvement club is interested in the park sign and would put it at the Town Hall
- Estimated staff salaries due for Worker's Comp.

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**Water Manager Report** – Please see written report

## **4. OLD BUSINESS** ~ Items to Review for Discussion and Possible Action ~

- Medical Benefits – Director Johnston and President Blair
- Cal Fire Hydrant Funds – Director Johnston
- USDA Funds – Director Ollig

## **5. NEW BUSINESS** ~ Items for Discussion and Possible Action ~

- September Goals – review employee Handbook – Completed
- Celebrate the success:

2017-2018 Accomplishments
Formal Rate Study Completed
Water Tank Grant near completion
Meter Grant in Process
New Message Board
Web Site Launched
Water Loss is less
Hired and provided training to 2 new staff
Ethics training completed
Office painted and re-carpeted
Well pump and pipes replaced
Easement documents submitted for cemetery project
Engaged a new and less expensive Insurance Company
Engaged a new Attorney specializing in Water Districts

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Purchased cell phones for Water Manager and Asst.
Registered new customer emergency alert system
Up to date on Hwy 88 project
Policies, Procedures, Employee Handbook, Rules and Regulations and by-Laws updated
District is in good financial standing
Employee evaluations up to date
Projects in Process:
Researching employee benefit options
Researching Church Street Paving responsibility

**6. COMMITTEE REPORTS:** Items for Discussion and Possible Action.

1. **Water** ~ Director Ollig and Director Schultz
  - ❖ Continuing discussion regarding the water tank project –
  - ❖ Continuing discussion on Meter replacement project
  - ❖ Continuing discussion on the well/raw water projects.
  - ❖ Continuing discussion on Water Analysis, as available – Dir. Ollig.
2. **Personnel & Safety** ~ Director Blair and Director Johnston
3. **Pine Grove Community Park** ~ Director Blair and Director Johnston
4. **Governmental Affairs** ~ Director Schlaman
5. **Grants & Finance** ~ Director Schlaman
  - Project Costing – Director Ollig

**6. CLOSED SESSION –**

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## **7. ADDITIONAL COMMENTS/REMINDERS**

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

September 26, 2018 – Regular Board Meeting in Office – 2:00 p.m.

October 3, 2018 – Special Meeting in Office 9:00 a.m.

October 23, 2018 – Regular Meeting in Office – 2:00 p.m.

## **ADJOURNMENT**