



Pine Grove Community Service District

State Water System ID# 0310005

Board of Directors Meeting

~ Summary of Meeting Minutes ~

This meeting was tape-recorded

Pine Grove, Amador County, California

Wednesday, July 24, 2019
2:00 p.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.

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|---------------------------|--------------------------|----------------------------|
| Directors Present: | President | --Mr. Richard Schultz |
| | Director | -- Mr. Richard Schlaman |
| | Director | -- Mr. Paul Johnston |
| | Director | -- Mr. Jay Ollig is absent |
| | Director Blair is absent | |

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|-----------------------|-----------------|------------------|
| Staff Present: | General Manager | - - Lori Arnberg |
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| Guest Present: | Engineer | -- Liam Bailey |
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At 2:10 p.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

1) Guest Report

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

- Engineer Liam Bailey reviewed the potential towers needed for the new meters. It is suggested that a new tower be placed at the tank yard and one behind the building near the corner of Irishtown and Church Street.

2) STAFF REPORTS

General Manager's Report -

- Mtg minutes for 7/10/2019 were reviewed by the Board.
MOTION was called for by Bd. President Schultz: Director Schlaman moved, Director Johnston seconded, and with Aye votes by Directors Schultz, Schlaman, Ollig and Johnston, the Board offered approval to accept the meeting minutes from Meeting Minutes from 7/10/19.
- A draft Capital Improvement Plan was distributed for review. Director Schlaman suggested that a storage room off of the building be added as recommended by Director Johnston.
- The Infrastructure grant has been submitted to the Waterboards.
- The LAFCO Annexation is in process
- Letters with a survey have been sent to 62 customers identified by Engineer Liam Bailey that are along Lupe road for possible service line expansion.
- CRWA will perform a leak detection in the Master Meter 4 area September 17th through the 19th.
- A customer has asked if we can remove their meter and discontinue the standby fee; the Directors indicated that this would not be in compliance with our rules and regulations.
- Lori asked if the District can pay the monthly service fee for staff Dental coverage and the Directors agreed.
- The Auditor will be here August 12th through the 14th.

Water Manager's Report - Next Meeting

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3) OLD BUSINESS ~ items to Review for Discussion and Possible Action

None

4) NEW BUSINESS ITEMS –

- None

5) COMMITTEE REPORTS

Water Committee - Director Ollig and Vice President Schultz

- Regarding the water tank project: No updates at this time.
- Regarding the well/raw water/cemetery projects: Lori will follow up with Supervisor Frank Axe
- Regarding the Water Loss Analysis – Current reports reviewed by Director Ollig. All areas have improved with the exception of Master Meter 4 where we will have CRWA run a leak detection on.
- Meter replacement Grant – No updates

Personnel & Safety Committee –

- Director Johnston recommended that we have a dinner for Vice President Blair who will be moving out of the district. President Schultz will talk to Vice President Blair and try to identify a date.
- Director Johnston has been reviewing a draft Board member orientation and wanted clarification that Directors must be a customer of the water district. It was agreed that language in the by-laws should clarify that Directors do need to be customers of the system.
- One application for Director has been received, Director Schultz has another interested person and the opening has been advertised.

Pine Grove Community Service District Park –

- Director Johnston and Lori are working on bids for the restroom and for shade in the park. Director Ollig recommended that we go back to looking into shade sails as they are removable and will not cause the lawn to die. Lori will research.

➤ ***Governmental Affairs Committee Director Schlaman –***

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- Director Schlaman shared that the Mokelumne Watershed Authority will submit our Commercial Meter grant at the end of the year. We will not attend this month's meeting as they are touring forest projects in the Murphy area.

➤ **Grants & Finance Committee – Director Schlaman –**

- June financials were reviewed

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

Project Costing – Director Ollig – No updates at this time

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 3:45 p.m.

**** DATES TO REMEMBER ****

- Audit – August 12th through the 14th
- August 14th – Regular Meeting in office 9:00 a.m.
- August 21st – Water Committee Meeting in office 9:00 a.m.
- August 23rd – Water committee Meeting at AWA re: rates – 9:30 a.m.
- August 28th – Regular Meeting in Office 2:00 p.m.

Respectfully submitted,

Lori Arnberg, Clerk to the Board of Directors